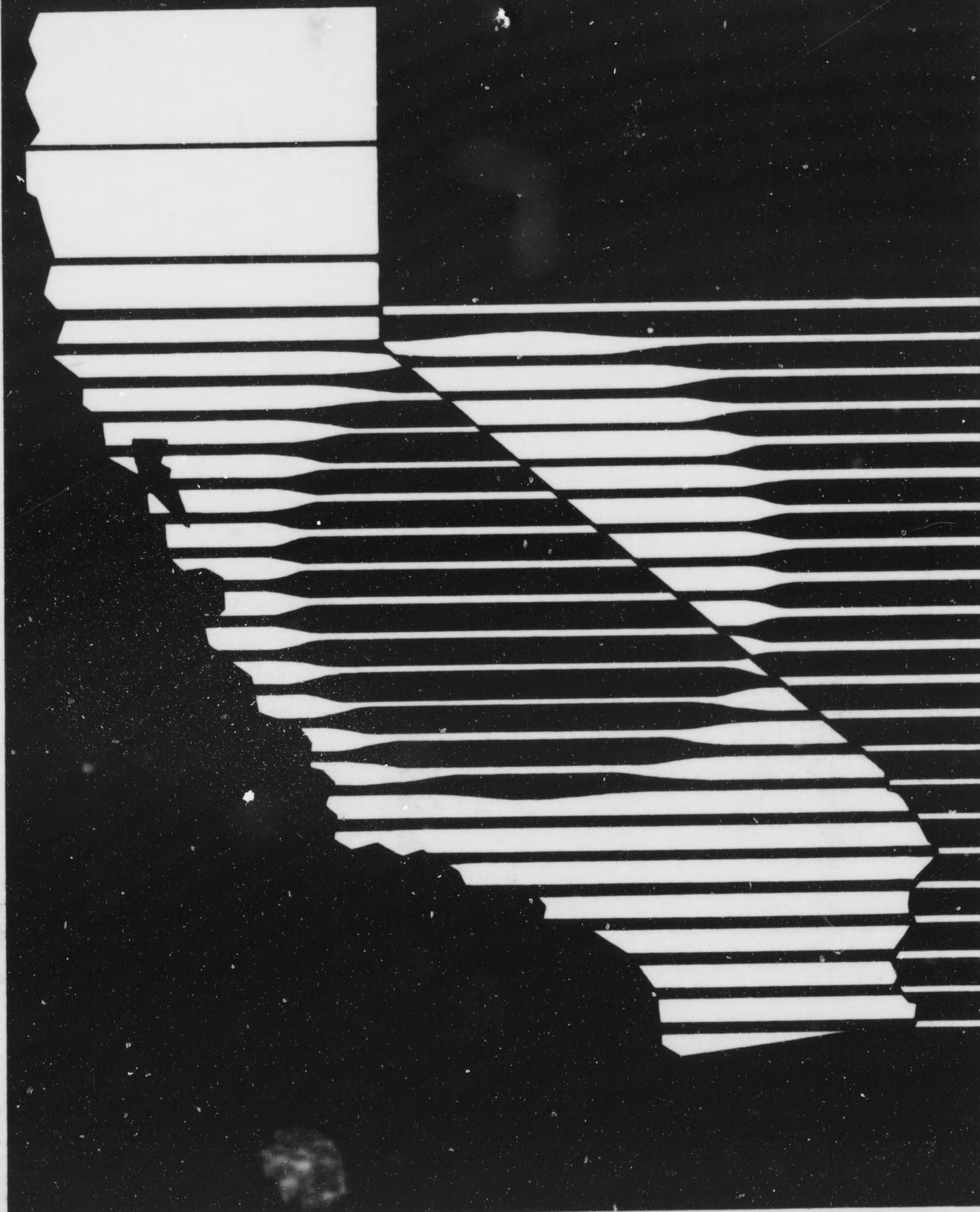


Administration
Engineering
Accounting
Data Processing
Health Care
Education
Real Estate
General Office
Finance
Technical
Legal
Management
Insurance
Electronics
Construction
Science/Research
Secretarial
Industrial
Mechanical
Sales/Marketing
Restaurant
Professional

California



In This Issue:

Seasonal Self-Marketing

Holiday hints to win that job or promotion on your "wish list"

Undivided Attention

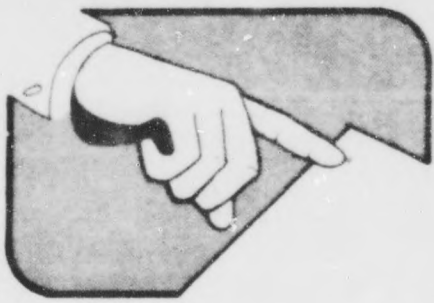
Learning the art of effective listening

The Military Option

A great place to obtain training and gain experience

E M P L O Y M E N T

OPPORTUNITIES IN THE GOLDEN STATE



READER'S GUIDE

1. Title of position
2. Number of openings available
3. Employer
4. Location and/or mailing address *
5. Telephone number
6. Contact person's name/title
7. Salary and benefits
8. Application procedure
9. Job duties/description, type of business, and hours/days
10. Experience/skills and education required
11. Company job number - refer to this number when applying

1. **PROGRAMMER ANALYST (3)**
2. Satellite Data Systems
3. Space Communications Division
4. 2785 Morrison Drive, Suite 100
5. Oak Valley, CA 98765-4321
6. 415/555-9900 x227
7. C. Terry Lydeck / Operations Manager
8. \$2850-3400/month DOE, plus medical/dental, life ins and pension plan after 1 yr. Send resume and 3 refs. Analyze & design program requirements; develop application/program specs; code, test, document, and implement software; and participate on development team for a leader in interstellar telecommunications systems. Hrs 7-3:30 Mon-Fri. Position also available in RIDGEMONT. Req MS or equiv in Computer Science, 3 yrs exp with high-level language design/coding and graphics communications, and 1 yr exp with HP 5000. Knowledge of astrophysics preferred. (#4417)
- 9.
- 10.
- 11.

* If an asterisk appears before the city it indicates that the job location is different or available in more than one city. See body of ad for further information.

HOW TO APPLY: If you want to apply for an opening or obtain additional information, contact the employer directly as specified in the job listing. Send correspondence to the contact's attention or ask for that person if telephoning. If no telephone number is listed, the employer does not want phone calls!

JOB CATEGORIES: The decision on where to categorize an opening is made with more emphasis given to the experience/skills/education required than the job duties or position title. We try to be consistent, but some openings are very difficult to assign to a category. New readers should check several classifications to determine where specific types of employment will be found.

Abbreviation Key

AA	affirmative action	ins	insurance
admin	administration	jr	junior
app	application	JTPA	Job Training Partnership Act
approx	approximately	LA	Los Angeles
appt	appointment	lic	license
asap	as soon as possible	M	minorities encouraged to apply
asst	assistant	mfg	manufacturing
avail	available	mgmt	management
avg	average	mgr	manager
a/p	accounts payable	min	minimum
a/r	accounts receivable	ofc	office
bfts	benefits	ops	operations
C	contact	PERS	Public Employee Retirement System
CDL	California driver's license	pref	preferred
cert	certificate	PT	part-time
comp	compensation	QC	quality control
CRT	computer terminal	RE	real estate
dept	department	ref	reference
dir	director	rep	representative
div	division	req	requires, requirements
DOE	depending on experience	RTJJ	Refer to Job Journal (tell employer where you saw ad)
DOQ	depending on qualifications	SF	San Francisco
DP	data processing	shth	shorthand
EEO	Equal Employment Opportunity	sr	senior
enr	engineer(ing)	sub	substitute
EOE	Equal Opportunity Employer	supv	supervisor
equiv	equivalent	svc	service
ESL	English as a second language	tech	technician, technology
exp	experience	temp	temporary
F	females encouraged to apply	univ	university
FT	full-time	V	veterans encouraged to apply
GED	Graduation Equivalency Diploma	W	women encouraged to apply
gen	general	wk	week
govt	government	WP	word processing
grad	graduate	wpm	words per minute
H	handicapped persons encouraged to apply	x	extension
HS	high school		

Time is money. Our Journal can save you both.

At THE JOB JOURNAL, we know that one way to give you more for your money is to save you time. That's why we'll work with you to create a comprehensive & informative ad that will start screening candidates before they ever walk through your door. You'll get fewer applications, but more qualified applicants, and make a better hire in less time.

Another reason your recruiting budget goes farther in THE JOB JOURNAL is because you don't pay for your ad by the word or the line. And when your ad appears in CJJ, it's carried by twelve other Northern California newspapers. You get multi-market coverage without multiple advertising expenses.

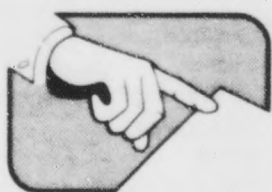
Spend a few minutes with one of our Employment Specialists and start saving time and money on your next hire.

California
**Job
Journal**

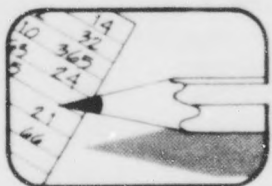
Sacramento Office
(916) 925-0800

Toll-free (in CA)
(800) 782-HIRE

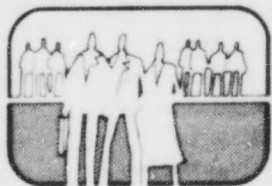
C O N T E N T S



Readers Guide
2



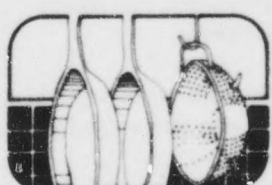
**Accounting/
Finance**
4



**Administration/
Management**
4



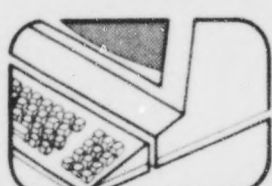
**Construction/
Building Trades**
5



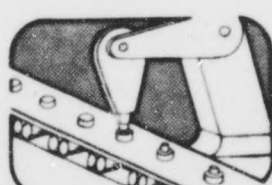
**Culinary/
Restaurant**
5



Education
6



**Electronics/
Data Processing**
6



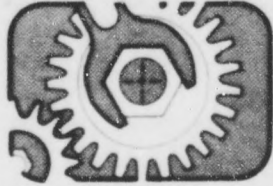
Industrial
7



**Insurance/
Real Estate**
8



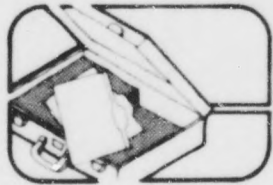
**Legal/
Public Safety**
9



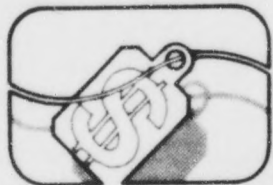
**Mechanical/
Service & Repair**
10



**Medicine/
Health Care**
12



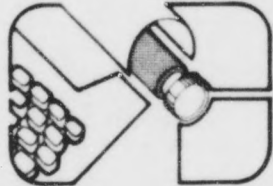
**Professional/
Career**
17



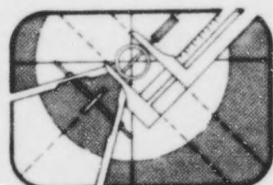
**Sales/
Marketing**
17



**Science/
Research**
19



**Secretarial/
General Office**
19



**Technical/
Engineering**
20



**Miscellaneous
Career Opportunities
Too Late to Classify**
20

Seasonal Self-Marketing

Avoid overdoing the fa-la-la this holiday season and you could position yourself as a superstar. It's a time for networking that can prove more valuable than any gift Santa may bring. 7

A Timely Helping Hand

The first experiences of a new manager often shape his long-term relationship with a company. Sensitivity to the plight of the "new guy" in the first few days (even hours!) can be essential for establishing common goals and a climate of commitment. 9

Undivided Attention

Just hearing what's being said is not the same as listening. True listening is not passive, but an active effort to absorb all the meaning that's conveyed when two people communicate. It's a learned skill that takes concentration and practice. 11

The Military Option

It's one of the few organizations that will hire you without experience and provide on-the-job training in the specialty of your choice. Earn while you learn marketable skills that will be in demand whether you decide to make the military a career or a springboard to civilian opportunities. 13

ABOUT THE JOB JOURNAL

The California Job Journal (CJJ) was established in 1982 as an innovative new alternative to traditional job search methods. It is designed to be a window on today's expanding job market for those who wish to make knowledgeable career decisions. CJJ is the most informative and comprehensive resource for anyone seeking up-to-date information about available jobs in California.

Which companies are hiring? What positions are available? How much do they pay? Do I qualify? CJJ will provide the answers to these questions, but we realize you need more than just facts on available openings. Employment is essential to your physical and mental well-being, and the job seeking experience is often accompanied by financial and emotional strains that also need attention. The Job Journal offers career guidance with columns, tips and articles addressing the complex problems and alternatives facing you in your search for satisfactory employment.

For the individual seeking suitable openings without professional assistance, the time and expense to locate and research positions can be considerable. Our goal is to eliminate the frustrations and disappointments that accompany needless interviews and unnecessary trips for jobs you don't want (or aren't qualified for) by providing enough information to enable you to screen yourself. Your time and effort can now be spent getting job offers rather than gathering job information.

We welcome your comments or suggestions on how this publication might better serve you. Please write to: California Job Journal, 2535 Capitol Oaks Drive, Suite 100, Sacramento, CA 95833.

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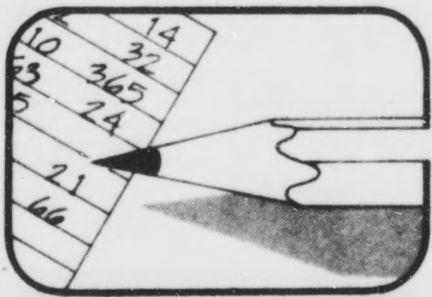
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For information & rate card,
contact the advertising sales office:

Sacramento (916) 925-0800
Toll-free (CA) (800) 782-HIRE

Advertising deadline for next issue:
4pm Wednesday, 12/8/88

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Accounting/ Finance

ACCOUNTANT

Church Divinity School of the Pacific
2451 Ridge Road
Berkeley, CA 94709
Attn: Ms. Gray

\$24,000-27,000/yr DOE/DOQ, plus vacation, holidays, sick leave, and medical/dental & long-term disability insurance. Send resume & cover letter (no calls, please). Responsible for general ledger, accounts receivable, financial statements, and payroll & accounts payable supervision. 35 hrs/wk, 8-4. Small theological seminary requires bachelor's degree, 2 yrs relevant experience, and familiarity with fund accounting. Familiarity with computerized accounting a plus. AA/EOE

Courage is like a kite - a
contrary wind causes it to rise.

ACCOUNTANT / CPA

Friedman, Blumenfeld, Weiser & Minsk
1880 Century Park East, Suite 1011
Los Angeles, CA 90067
213/553-2606

Attn: Jim Fastovsky / Partner
\$40,000/yr + vacation, holidays, sick leave, and medical/dental & vision ins. Call for appt; RTJJ. Medium-sized firm, established 30 yrs, has 15 employees and seeks individual to be responsible for all phases of accounting, auditing, and management & tax work. Hrs 9-5:30 Mon-Fri plus overtime. Requires CPA license (out-of-state reciprocal accepted) and 5 yrs public accounting experience. Must have good written/verbal skills, excellent command of English language, CDL, and car. Requires right to work. AA/EOE

BOOKKEEPER - FULL CHARGE

Century 21 - Grandale Realty
5617 West Venice Boulevard
Los Angeles, CA 90019
213/930-1431

Attn: Ruth/Olc Asst or Zakia/Admin Asst
\$6-9/hr DOE, benefits to be discussed at interview. Apply in person before noon (bring resume, references, and salary history/requirements); RTJJ. Do spreadsheets, journal entry, ledgers, and complete accounting forms. Flexible full or part-time position, Mon-Fri. Requires 2 yrs experience. Must be a sharp, dependable self-starter who has taken accounting classes and is willing to learn. Realty exp preferred. Must have right to work. AA/EOE M/F/H/V

Billing Clerk

Part-time position, filling in for vacation relief. Possibility of working into full-time permanent position.

Requires 50 wpm typing.
Pays \$12.00 per hour.

College students encouraged to apply.

Send resume to:

Peters Truck Lines
1745 Cebrian Street
W. Sacramento, CA 95691
Attn: Janie Lange

Senior Accountant/ Redevelopment Finance Officer

Salary Range: \$3,032-3,342/mo (+7% PERS)

Performs various work for the Redevelopment Agency and the Business License Tax program. Responsible for project monitoring and accounting, revenue bond monitoring, contract compliance monitoring grants & revenue bond monitoring, contract compliance monitoring grants and revenue accounting.

Must have good accounting and analytical skills, knowledge of general accounting principles and municipal accounting is essential. Knowledge of redevelopment law, single audit act, and fund accounting highly desirable. A 4-yr degree in accounting is req'd. 5 yrs of general and municipal accounting exp may be substituted for 2 yrs of higher education. A valid CDL is req'd. Apply by: 12/16/88. Apply at:

City of Emeryville, Personnel Dept.
2200 Powell Street, Emeryville, CA 94608
Phone: (415) 654-6161

CPA

Pollack & Andreassen, Inc.
12301 Wilshire Boulevard, Suite 302
Los Angeles, CA 90025
213/826-7316

Attn: Vicky / Administrative Assistant

\$24,000 +/yr DOE/DOQ, + vacation, holidays, sick leave, and medical/dental & vision ins after 30 days. Send resume, cover letter & salary history/reqs; RTJJ. Work with various real estate firms, doctors, lawyers, and other professionals to perform audit, tax, and systems engagement work. Travel to client offices required. Hrs 8:30-5:30 Mon-Fri + occasional Sats. Real estate-oriented accounting firm, established 20 yrs, has staff of 10. Req CPA license. Must be articulate, well-groomed, organized professional with transportation. 2-5 yrs exp preferred. US citizenship req. AA/EOE

DEPUTY DIRECTOR OF FINANCE ADMIN

City of Beverly Hills
450 North Crescent Drive
Beverly Hills, CA 90210
213/285-1067

Attn: Human Services Office

\$60,000/yr + city-paid PERS, medical/dental insurance, car allowance, and \$1500/yr flexible bft program. File city application; RTJJ. Under supervision of the director of finance administration, plan, direct & supervise the activities of the finance admin dept. Requires degree from an accredited college/univ in accounting, business admin, public admin, or related field, and 5 yrs responsible acting exp (including 3 yrs in a mgmt position). MA in a related field and/or CPA certificate highly desirable. EOE M/F

FINANCE DIRECTOR

City of Dinuba
405 East El Monte
Dinuba, CA 93618
209/591-1621

Attn: Personnel Department

\$3103/mo plus deferred compensation, city-paid PERS, fully paid health/dental & vision ins for dependents, life ins, and administrative leave. File city app by 5pm 1/6/89. Dept mgr position under administrative direction. Manage fiscal operations of a full-service city with a \$6 million operating budget; develop dept policies; direct centralized accounting, financial admin, investments and a capital improvement program; assist redevelopment agency; and supervise city clerk activities. FT. Req equivalent to BA/BS in accounting, finance, or closely related field, and 3 yrs related experience. AA/EOE

FINANCE DIRECTOR

City of Coalinga
160 West Elm
Coalinga, CA 93210
209/935-1533

Attn: Cara Fowler / Admin Secretary

\$37,000-40,000/yr (negotiable) + bft pkg. Call for position profile, apply in person, or send resume by 1/13. Seeking an experienced financial manager to handle city fund accounting, control expenditures, account for revenue, and direct Finance Dept operations including supervision of staff, investment of city funds, fee collection, and operation of a computerized financial management system. Full-time. Req BA degree in business, accounting, or related field (MA degree desirable) and 5 yrs progressively responsible exp in municipal financial mgmt or accounting.

Redwood Medical is a well established, privately owned multi-specialty clinic with 45 physicians.

General Accounting Manager

Requires degree in accounting & 5 years audit/supervisory exp.

Data Processing Manager

Requires degree in business or computer science & 5 years data processing / supervisory exp.

Nurse Practitioner

Experience required for primary care / internal medicine dept.

PBX

Full-time position.
Minimum 1 year experience.

Business Office Supervisor

Collection dept. Requires collection & medical business office exp.

Med Tech

Requires California MT license.

We offer an excellent salary DOE/DOQ plus medical, life & dental insurance, paid vacations & sick leave.

Send resume with salary history to:
Personnel

Redwood Medical Clinic
2900 Whipple Avenue
Redwood City, CA 94062
(415) 369-5861 ext 367

FINANCIAL MANAGERS

Navy Officer Program
1500 Broadway
Oakland, CA 94612-2096
415/452-2900

Attn: Personnel

\$23,000 to start (\$40,000 after 4 yrs) plus benefit package including paid relocation expenses. Call between 9-3 Mon-Fri. Now interviewing college juniors & seniors with majors in business, finance, management or related fields for positions of responsibility in the Navy Supply Corps. Full-time; hrs unique to assignment. Enjoy a challenging career in the Navy management program with an opportunity for worldwide travel. Must be under age 28, have a BA/BS degree in the above-mentioned fields, and be able to pass an aptitude test & physical exam.

NIGHT AUDITOR

Wilshire Towers Suite Hotel
3460 West Seventh Street
Los Angeles, CA 90005
213/385-7281

Attn: Linda Schoenherr / Asst Manager

\$8/hr + vacation, holidays, sick leave, and medical/dental ins after 90 days. Apply in person (bring refs and be prepared to fill out application); RTJJ. Perform manual & computer tabulating of daily charges, payments, credits, and other spreadsheet functions. Hrs 11:30pm-7:30am Mon-Fri. Established 3 yrs, independent hotel features all suites (kitchen & bath) and has daily & weekly rentals. Requires HS diploma and 1-2 yrs hotel auditing experience. Must be focused, detail-oriented & dependable, and have current (to 1 yr) DMV printout. Accounting education a plus.

NIGHT AUDITOR

Comfort Inns and Quality International
5321 Stockton Boulevard
Sacramento, CA 95820
916/454-5533

Attn: Rock

\$4.50-5/hr DOE. Call for appt or apply in person. Audit daily receipts, compile billing information, and handle bookkeeping duties including accounts payable/accounts receivable. Full & part-time (flexible), 10pm-6am plus weekends. 100-room motel is a member of a nationally owned chain of quality international motels. Will train the right person. STUDENTS ARE ENCOURAGED TO APPLY

SENIOR ACCOUNTANT

Hodskins, Simone & Searls, Inc.
120 Hawthorne Avenue
Palo Alto, CA 94301
415/327-3434

Attn: Linda Wysocki / Accounting & Ofc Mgr
\$30,000/yr DOE/DOQ, plus holidays, sick leave, medical/dental ins after 1mo, and vacation after 6 mos. Call for appt/send resume; RTJJ. Manage financial operations including bookkeeping, a/p, a/r, bank reconciliations, and quarterly profit & financial analysis. Hrs 9-5 Mon-Fri. Rapidly growing \$4 million advertising/public relations firm serves high-tech companies. Remodeled offices (non-smoking) offer a creative environment for talented staff. Must be a team worker with good communication skills. Prefer 5 yrs similar exp, college degree, CPA license, and Macintosh & EXCEL exp. EOE

You can find job-specific information on a variety of industries by consulting *Encyclopedia of Associations*, found in any library. This directory categorizes national organizations according to general interest and then lists them by specific focus.

Detailed indexes help locate the entries in a particular field. You'll find business and professional associations, information about inside newsletters, job "hotlines" and job lists.

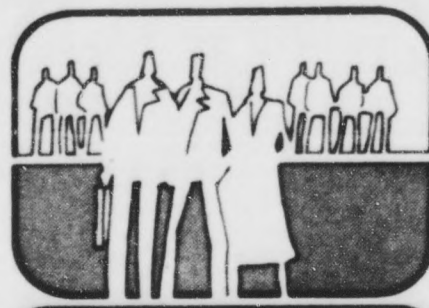
Director of Technical Services

\$51,438 - 62,878

DOQ plus benefits package. Manages a mid-size county's data processing operations, word processing, telephone systems, radio communications, and microwave communications. Staff is comprised of 58 professional and technical personnel. Req's bachelors in a related field and 5 yrs of increasingly responsible recent exp, including 3 yrs in a supervisory or administrative role in project or program administration in data processing.

Final filing date: December 9, 1988. Please submit official San Luis Obispo County application form and resume to Personnel Office, County of San Luis Obispo, County Government Center, Room 384, San Luis Obispo, CA, 93408, Phone (805) 549-5958.

AN EEO EMPLOYER



Administration/ Management

ADMINISTRATIVE INTERN (part-time)

City of Temple City
P.O. Box 668
Temple City, CA 91780
818/285-2171

Attn: Personnel Department

\$5/hr. Send city app and detailed resume of training & experience; filing open. Perform a variety of admin tasks such as preparation of studies & investigations, collection & analysis of data, and preparation of admin reports in the office of the city manager. Program is intended to complement the student's educational exp and provide a broad understanding of local govt admin & operations in their final school year. Must have understanding of principles of public admin and be a participant in a college program in public admin, political science, or related field. CDL required. EOE

BUILDING SVCS / PARK MAINTENANCE SUPV

City of Ceres
2720 Second Street
Ceres, CA 95307
209/538-5772

Attn: Personnel Department

\$23,796-28,920/yr plus vacation, holidays, sick leave and medical/dental & vision insurance. Call for more info or apply in person by 12/23. Plan, manage & supervise building, grounds & park maintenance services. Full-time position. Requires any combination of experience & education equivalent to bachelor's degree in public administration, business admin, engineering or closely related field, and 4 yrs progressive exp in one or more operating functions of building services or park management. EOE

Never belittle your personal achievements. In the job world, it is necessary for those who control promotions and salary increases to know about the job accomplishments of those they supervise.

DIRECTOR OF COMMUNITY DEVELOPMENT

City of Huntington Beach
2000 Main Street (at Yorktown)
Huntington Beach, CA 92648
714/536-5492 or 536-2057

Attn: Personnel Division

\$5184-6420/mo + benefits including vacation, holidays, and group ins. File city app by 12/30; RTJJ. Direct, plan & organize the planning, zoning, land use & building safety functions for the city; explain new & revised programs to City Council, Planning Commission, and professional & lay groups; and establish & maintain liaison with various federal, state & county offices on development matters such as coastal, environment & general planning development. Req BA degree in planning, business/public admin or equiv exp & training (Master's degree desirable), and 5 yrs responsible exp in community development. EOE



City of Greenfield

Assistant Planning Director

Salary: \$29,928 to \$36,384/yr plus a generous benefit package, including city paid P.E.R.S.

Reporting directly to City Manager/Planning Director, "The Planner" will become part of a team directing the development of one of the fastest growing cities in the state. (Pop 1984-4,700; 1988-6,500.) Greenfield is a fiscally sound city located in the heart of Monterey County with affordable housing. Applicant should be dynamic, aggressive and direct in dealing with complex development problems, able to work under pressure and with minimum supervision.

Requires: Good driving record and pre-employment physical. Combination of training and experience; typically three years performing work related to zoning, CEQA or grant procurement; and a bachelor's degree in engineering, planning, architecture, public/business administration or related field would qualify. Master's degree desirable.

Apply at: Attn: Personnel Officer
City of Greenfield
P.O. Box 127
Greenfield, CA 93927

Closing Date: December 29, 1988 - Postmark acceptable. Detailed city application and resume required.

MANAGER - HAZARDOUS WASTE DIVISION

EnsoTech
7949 Ajay Drive
Sun Valley, CA 91352
818/767-2222

Attn: Dr. Jeet Sabherwal / President

\$50,000 +/yr + benefits (to be discussed). Call for appt or send resume; RTJJ. Supervise all company interactions with govt agencies; consult with a scientist, geologist & engineers; and handle computer-related communications. Hrs 8-5 Mon-Fri. Established 15-yr-old firm specializes in the remediation of contaminated soil & water. Req MA degree in a related field; 5 yrs exp in hazardous waste management; strong communication skills; knowledge of the rules & regulations governing the handling of hazardous waste materials; and an ability to make independent decisions. US citizenship required. EOE M/F/H/V

There are two types of resume formats - functional and chronological.

The functional resume is for those who are switching fields or just starting out in the working world. It stresses skills and abilities of the applicant rather than work history.

The chronological resume is basically a documentation of the applicant's experience within a given field, as well as achievements that are work-related.

SUPERINTENDENT - SOLID WASTE

City of Whittier
Civic Center
13230 East Penn Street
Whittier, CA 90602-1772
213/945-8200 x403

Attn: Personnel Department

\$2684-3683/mo + bfts including executive leave, paid holidays & vacation, sick leave, and term life & accidental death/dismemberment ins. File by 12/9. Plan, direct & organize the disposal of solid waste materials and operation & maintenance of City's sanitary landfill; and enforce local, state & federal regulations that govern the collection & disposal of solid waste materials. Req 4-6 yrs increasingly responsible maintenance, waste collection/disposal or construction exp; HS diploma or equiv; knowledge of standard equipment, practices & procedures of refuse collection/disposal; and CDL. EOE



TREE MAINTENANCE SUPERVISOR

\$2679-2955 per month; 40-hr week
(City pays PERS)

The Tree Maintenance Supervisor is responsible for training and supervising a crew of tree workers. HS diploma or equiv and coursework in supervision and Forestry exp with 2 yrs in rope and saddle. BA in Forestry, Horticulture or Arboriculture may be substituted for 1 yr work exp.

DEADLINE: December 30, 1988

Apply in person (8:30 am to 5 pm, including the lunch hour) or send a self-addressed stamped envelope and an application request to:

Employment Information

CITY OF OAKLAND

Personnel Department

1417 Clay Street, Room 136

Oakland, CA 94612

(415) 273-3526

AA/EOE

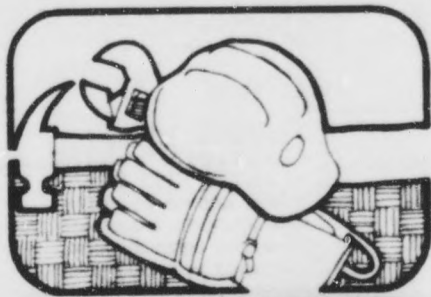
PLANNING / LAFCO DIRECTOR

For rural County in the California Motherlode. College degree, 4 years planning experience with demonstrated supervisory experience. Competitive salary and benefits in excess \$40,000 annually. FFD: 12/29/88

ADMINISTRATIVE ANALYST

Generalist/budgeting/grantswork. Requires three years of related public agency experience and a bachelors degree in public administration, business administration, accounting or related field. Masters degree may be substituted for one year of the required experience. Salary: \$2003 - 2437/monthly with excellent benefits; PERS in lieu of Social Security. For required application packet contact Calaveras County Personnel Office (209) 754-6303. FFD: 12/9/88

AA/EOE



Construction/ Building Trades

BLOCK LAYERS

Atlas Masonry
P.O. Box 927
Soquel, CA 95073
408/479-0991
Attn: Joe Green / Owner

\$17-20/hr DOE, plus medical ins after 6 mos. Call for more info. RTJJ. Work at different commercial construction sites laying & setting concrete blocks. Hrs 7-3:30 with possible overtime. Small company is a sole proprietor specializing in commercial construction projects in the South Bay Area. Requires 4-5 years journey-level background with commercial building experience as a block layer, transportation, some tools, and access to a phone. Must be a team worker. EOE

CEILING INSTALLER

Sound Design Acoustics
Santa Clara, CA 95051
408/248-6995
Attn: John Kelly / Manager

\$7.50/hr DOE/DOQ, plus health insurance avail. Call for information & appt to be scheduled at job site. RTJJ. Install suspended ceilings in commercial buildings. Use ladder, drills and various hand tools to place tiles in metal grids. Full-time opportunity for this ceiling installation company. Hrs 7-3:30 Mon-Fri. Requires own truck. Must be dependable & hardworking. Willing to train.

DRYWALL FINISHERS (10)

Stewart Drywall Company
1130 Chelsea Place
Turlock, CA 95380
209/527-3229
Attn: Jeff Stewart / Owner

\$15-20/hr. Call for appointment; RTJJ. Perform drywall finishing & hanging on both residential & commercial construction projects. Travel to different job sites required. Full-time, 7-3:30 (flexible). Drywall company has been in business in Turlock & Modesto for 3 yrs and has 35 employees. Requires honest, hardworking, journey-level drywall finisher.

FIRE SPRINKLER INSTALLER / FOREMAN

Monterey Fire Sprinkler
320 San Benancio Road
Salinas, CA 93908
408/649-1008
Attn: Lea / Owner

\$6-13/hr DOE. Call for appointment; RTJJ. Read installation plans; install & repair fire sprinklers; supervise crews; and coordinate work flow for well-established, growing residential/commercial fire sprinkler company. Hrs 7:30-4 Mon-Sat. Requires 5 yrs experience in field, thorough knowledge of fire code, and good physical condition.

Failing to plan is planning to fail

FOREMAN FENCE INSTALLER

AAA Fence
2746 Scott Boulevard
Santa Clara, CA 95050
408/727-5465
Attn: Scott Hutchings / President

\$10-15/hr DOE/DOQ. Apply by mail or phone. RTJJ. Install chain link fence, supervise co-workers, and work with customers to satisfy their particular needs. Full-time opportunity with this 10-yr-old South Bay firm. Hrs 7-4 Mon-Fri. Must have 3-5 yrs exp as foreman for fence installation and a clean driving record.



Long-term employment
opportunity with large
California industrial
construction company.

Work in the Willows, CA area

- ◆ Pipe Fitters
- ◆ Iron Workers
- ◆ Welders
- ◆ Industrial Carpenters
- ◆ Equipment Operators
- ◆ Electricians
- ◆ Millwrights
- ◆ Laborers

Minimum 5 years experience in new construction industrial plant work.

Call for interview (707) 642-1615

HVAC INSTALLERS

Mays Sheet Metal
2972 Anderson Way
Placerville, CA 95667-4795
916/222-3891
Attn: Vivian or Lee

Hourly wage DOE. Call for more info or apply in person. Heating & air conditioning company, with 35 yrs in business, seeks individual to install heating & air conditioning units in commercial and new residential buildings (some fabricating bench work involved). Full-time Mon-Fri. Req 3 yrs HVAC installation experience and exp hanging gutters & downspouts. Must have own tools and be dependable & reliable. EOE

JOURNEY-LEVEL GLAZIER

Class.c Glass Company
917 Water Street
Santa Cruz, CA 95062
408/426-3675
Attn: David Rasmussen / Owner

\$14-15/hr DOE, plus benefits (to be discussed). Submit written application detailing experience and DMV printout or call for appt; RTJJ. Install glass, plastics & mirrors in residential & commercial buildings. Hrs 8-5 Mon-Fri. Well-established, growing company, in business since the 1930s. Installs glass in cars, houses & offices (including Tiffany, stained, & custom orders). Must be neat, clean, punctual, professional, and able to deal with the public. Prefer 5 yrs exp as glazier. EOE

Thinking well is wise
and planning well, wiser.

LANDSCAPER / WORKING FOREMAN

R.C. Hartley Landscaping
900 Windsor Street
Napa, CA 94558
707/224-2200
Attn: Rich Hartley / Owner

\$9/hr if fully qualified. Call for appt or send resume. RTJJ. Perform general landscaping duties including irrigating; installing irrigation controllers; using various plant materials such as fertilizers, insecticides & fungicides; and setting up outdoor lighting. Must be able to work from blueprints, supervise up to 10, and lift up to 100 lbs. Hrs 7:30-4 Mon-Fri. Residential & commercial landscaper has been in business 5 yrs. Requires 2-3 yrs landscaping exp and transportation. Must be honest, hardworking & aggressive. Prefer some college (horticulture major). Sales ability a big plus. AA/EOE

OFC PARTITION INSTALLER / CREW CHIEF

John Ruth Corporation
2175 Stone Avenue, Suite 9
San Jose, CA 95125
408/295-7700
Attn: Diana Callahan / Vice President

\$10-15/hr DOE/DOQ, plus 1 wk vacation, 7 paid holidays, and medical & dental ins after 90 days. Call for more info (8-5 Mon-Fri), apply in person, or file employer application; RTJJ. Oversee, service & install modular office partitions. Req frequent travel in company car. 40+ hrs/wk, Mon-Fri (frequent overtime). Sole proprietorship specializes in design specification and installation services. Req 1 yr exp as a crew chief. Req CDL & DMV printout. Must be a team player, comfortable with the supervisory task. Blueprint reading exp a plus. Right to work required. AA/EOE M/F/H/V



BUILDING INSPECTOR PLUMBING INSPECTOR

\$17.21-\$19.03/hr; 37.5-hour week

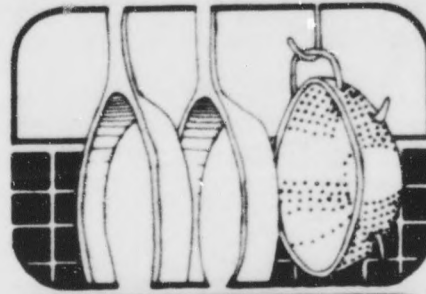
The City of Oakland is accepting applications from qualified individuals to perform building or plumbing inspections of residential, commercial and industrial structures; to enforce relevant state & local building or plumbing codes; to investigate complaints of code violations; to issue permits and write inspection reports. These are two different positions requiring different experience. Both positions require H.S. degree or legal equivalent. Experience requirements are:
Building Inspector: 2 yrs recent full-time varied journey exp and completion of accredited apprenticeship program in the bldg trades. May consider 5 yrs recent exp in lieu of apprenticeship, or bachelors degree in civil or structural engineering or architecture in lieu of minimum exp requirements.
Plumbing Inspector: 2 years recent full-time varied journey experience and completion of accredited apprenticeship program in construction plumbing. May consider 5 years recent full-time experience in the plumbing trade in lieu of apprenticeship.

DEADLINE: December 6, 1988

Apply in person (8:30 am to 5 pm, including the lunch hour) or send a self-addressed stamped envelope and an application request to:

Employment Information
CITY OF OAKLAND
Personnel Department
1417 Clay Street, Room 136
Oakland, CA 94612
(415) 273-3526

AA/EOE



Culinary/ Restaurant

CASHIER / SODA JERK (part-time)

Huey's '50s Diner
2100 Arden Way, Suite 180
Sacramento, CA 95825
Attn: Elizabeth

\$4.25/hr plus tips. Apply in person between 3-5pm Mon-Fri. Perform a variety of duties including greeting & seating customers, making desserts, cashiering, and bussing tables. PT flexible day or night shifts available. Privately owned 1950s-style restaurant/soda shop has a lively atmosphere and plenty of '50s music. No experience required. EOE

COCKTAIL SERVER

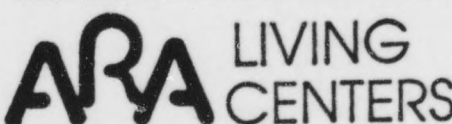
Stuart Anderson's Black Angus
7925 Greenback Lane
Citrus Heights, CA 95610
916/726-3300
Attn: Manager

\$4.25/hr + tips and free meals. Call for appt or apply in person after 11:30am Mon-Fri. Serve beverages to customers throughout restaurant & lounge. Immediate opening. Full & part-time, night shifts (approximately 20-30 hrs/wk). 250-seat restaurant has an excellent reputation for quality food & service and an enjoyable, relaxing atmosphere. No experience necessary; on-the-job training provided. Must be personable and over 21.

COCKTAIL SERVERS (part-time)

Classic Juke Box
8200-D Sierra College Boulevard
Roseville, CA 95661
916/791-2131
Attn: Manager

Minimum hourly wage; benefits available. Apply in person between 5-8pm Mon-Fri. Serve beverages and assist with customer service during evenings and high-volume weekends. 400-seat '50s & '60s-theme nightclub is an aggressive company with growth opportunities for ambitious people. PT evening hrs, Mon-Sat and Sun during special events. Must be personable & well-groomed. Experience preferred. EOE



COOK

Driftwood Convalescent Hosp
1850 East 8th Street
Davis, CA 95616
916/756-1800
Attn: Pat Askeland / Dietary Supervisor

Competitive salary plus excellent benefits including vacation, holidays, sick leave, and medical/dental insurance. Apply in person. Join the professional staff at our 124-bed SNF, part of a large long-term care chain. Prepare & cook nutritional menus for patients. Full-time; 4 days on, 2 days off (rotating schedule). Cooking experience preferred. EOE

COOK

Eppie's Restaurants
1716 L Street
Sacramento, CA 95814
916/443-2848
Attn: Store Manager

\$6.00/hr DOE, plus vacation after 1 yr, bonus prizes (including trips), and recruitment & safety bonuses. Apply in person between 2-4pm at any Eppie's location. Perform a variety of duties from line cooking to prep work for this well-known Sacramento restaurant chain with a friendly, home-style environment. FT or PT flexible positions, swing (between 2-10pm) or graveyard (between 10pm-6am or 11pm-7am) shifts. Must be organized, dependable, and work well with others. Experience preferred, but will train the right individual.

COOK

Gardens Skilled Nursing Facility
2221 Fair Oaks Boulevard
Sacramento, CA 95825
916/927-1802
Attn: Rosa

Competitive wage + full ofts including vacation, holidays, sick leave, and medical/dental ins. Call between 10-2 for appt or more info. Fully responsible for the kitchen dept on your shift; ensure properly balanced meals and supervise dietary aides. Great position for a housewife, student, or retiree. Growing, expanding company has a friendly atmosphere and offers wonderful opportunities for advancement and upward mobility for motivated individuals. FT flexible schedule to fit your needs. Req therapeutic diet knowledge & exp and willingness to work well with others in a team-oriented environment.

DAY HOST/HOUSTESS (part-time)

Stuart Anderson's Black Angus
7925 Greenback Lane
Citrus Heights, CA 95610
916/726-3300
Attn: Manager

\$4.25/hr plus free meals. Call for appointment or apply in person after 11:30am Mon-Sat. Greet & seat customers and perform other duties. Great advancement potential. PT, 15-20 hrs/wk. 250-seat restaurant has an excellent reputation for quality food & service and an enjoyable, relaxing atmosphere. Must be personable and have good organizational skills. No experience necessary; on-the-job training provided.

DIETARY AIDE / BUSPERSON (part-time)

Gardens Skilled Nursing Facility
2221 Fair Oaks Boulevard
Sacramento, CA 95825
916/927-1802
Attn: Rosa

Competitive wage plus benefits. Call between 10-2 for appt or more information. Assist the cook in preparing lunches, pick up trays, perform general kitchen clean-up, and help the general cook with various tasks. Great position for a student, housewife, or retiree. Growing, expanding company has a friendly atmosphere and offers wonderful opportunities for advancement and upward mobility for motivated individuals. PT flexible day schedule to fit your needs. Must be willing to learn and work with others in a team environment. Therapeutic diet knowledge & exp a plus, but not mandatory; will train.

DINNER COOK

L.B. Bradshaw's
Highway 80 & Harbor Boulevard
West Sacramento, CA 95691
916/372-6547
Attn: Manager

\$6.50/hr and up to start DOE. Apply in person. RTJJ. Duties include prepping & preparing meals and stocking the line for this 200-seat family-style restaurant. Full-time, flexible evening hrs. Must have at least 3 yrs line cooking experience and a neat appearance. EOE

Various levels of government have similar procedures to compete for open jobs. Most follow Civil Service procedures which include written and/or oral tests to determine skills. The tests are free and the results are used to place applicants on an eligibility list for available openings. The frequency of testing may vary as does the waiting period to be called for an interview.

DISHWASHER

Woody's Classic Cookhouse
& Cowabunga Bar
2751 Fulton Avenue
Sacramento, CA 95821
916/485-4886
Attn: Manager

\$4.50/hr DOE. Apply in person. Wash dishes, clean up kitchen, and perform general janitorial duties. Full-time; days & nights available. Woody's has 2 locations and a theme atmosphere. Will train. EOE

LINE COOK

Woody's Classic Cookhouse
& Cowabunga Bar
2751 Fulton Avenue
Sacramento, CA 95821
916/485-4886
Attn: Manager

\$5-6/hr DOE, plus benefits after 90 days (for full-time employees) including medical & dental ins. Apply in person Tue & Thu only, between 2-4. Prepare various dishes and do light janitorial work. Full-time; flexible day & night shifts available at both the Sacramento & Folsom locations. Theme-style restaurant with a very relaxing atmosphere seats 140. Must be willing to work with others and have a positive attitude. Prefer experience, but will train!

☆☆☆☆☆☆☆☆☆☆

GOVERNMENT JOBS

\$16,040 - \$59,230/yr.

Now Hiring

(805) 687-6000

Ext. R-2626

for current Federal list

☆☆☆☆☆☆☆☆☆☆

LOUNGE HOST/HOUSTESS (part-time)

Stuart Anderson's Black Angus
7925 Greenback Lane
Citrus Heights, CA 95610
916/726-3300
Attn: Manager

\$5/hr DOE + free meals. Call for appt or apply in person after 11:30am Mon-Sat. Provide quality service, insuring the safety of the bar & restaurant. PT flexible position. 250-seat restaurant has an excellent reputation for quality food & service; an enjoyable, relaxing atmosphere; and offers great advancement potential. Must have good interpersonal & communication skills. No experience necessary.

"When one door closes, another opens; but we often look so long and so regretfully upon the closed door that we do not see the one which has opened for us."
- Alexander Graham Bell

RESTAURANT HELP

Old Spaghetti Factory
1910 J Street
Sacramento, CA 95814
916/443-2862
Attn: Manager

\$4.25/hr to start, plus tips. Apply in person any day between 1-3pm. Perform a variety of duties including hosting, serving food, bussing & dishwashing. Position available downtown and in Rancho Cordova. Full & part-time positions; day shift available. Old-fashioned restaurant has a fast-paced environment and is part of a national chain that specializes in pasta dishes. Experience preferred but not mandatory; will provide on-the-job training. Must have right to work. EOE

Round Table Pizza.

RESTAURANT HELPER

Round Table Pizza
5424 Dewey Drive
Fair Oaks, CA 95826
916/961-0853
Attn: Manager

\$4.25/hr plus free meals and 1 wk vacation after 1 yr, medical & dental insurance available. Call for appointment or apply in person between 11am-11pm. Perform prep work, cook, make pizza, and cashier for 175-seat restaurant with a fun working atmosphere and a supportive team. Full or part-time flexible position; 10-5 or 5-12. Must be energetic, have a good attitude, great supervisory skills, and be at least 18 yrs of age. No experience necessary; will train

SHIFT SUPERVISOR

Babe's Bar & Grill
5060 Madison Avenue
Sacramento, CA 95841
916/331-5811
Attn: Scott

Hourly wage DOE. Apply in person between 2-4 Tue-Thu. Ground-level management position available. Assist in supervising 35 employees with customer service responsibilities. Full or part-time, flexible hrs & days. 260-seat, independently owned family-style bar & grill has a relaxed, casual atmosphere and plans for expansion in the near future. Fast food or pizza house experience is ideal. Training provided.



Marriott Food & Services Management Division is accepting applications for professionals to work with our team in several prestigious Sacramento area locations.

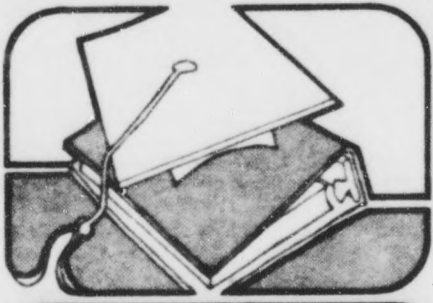
- ◆ Cashiers ◆ Catering Staff
- ◆ Porters ◆ Food Servers

Positions available in:

- ◆ Roseville ◆ Folsom
- ◆ Rocklin ◆ Sacramento

Full-time employees receive medical / dental, sick leave, paid vacations. Profit sharing after 1 yr service. Meals & uniforms provided. Flexible shifts. Full and part-time positions.

Call for application.
Interviews by appointment only.
Call between 2 - 4 pm, M-F.
(916) 785-4351



Education

AGRICULTURAL VOCATIONAL INSTRUCTOR

California Human Development Corporation
761 A&B Eubanks Drive
Vacaville, CA 95695
800/624-0814
Attn: Personnel
\$20,813/yr + xint bft pkg. Send resume by 12/15. Instructional work/teaching position. Develop & implement training program to upgrade farm workers' skills in farm equipment maintenance, pesticide app & job safety (conducted from a mobile training unit). Extensive travel thruout Northern CA req'd. Approx 40 hrs/wk. Non-profit, federally-funded program for migrant/seasonal farm workers. Req BA in agriculture or related field or min 3 yrs exp as farm superv. skills training in agricultural equipment maintenance & job safety. valid CDL, and car ins. Must be bilingual in English/Spanish or Punjabi. EOE

ASSISTANT DEAN OF SOCIAL SCIENCES

Los Rios Community College District
1919 Spanos Court
Sacramento, CA 95825
916/920-7912
Attn: Personnel
\$50,904-52,940/yr + full bfts. Call for app or apply in person by 12/12. Perform duties under the general direction of the dean of instruction in admin and supervision of the social sciences div. Admin responsibilities include teaching assignments, staff evaluations, curriculum development/evaluation, budget recommendations, and admin of day/evening/summer offerings. FT, 12-mo tenure-track position at Sacramento City College. Requires eligibility for CA community college supervisor & instructor credentials and teaching or work exp in a discipline supervised by the assistant dean of social sciences. EOE

ASST DEAN OF COUNSELING SERVICES

Los Rios Community College District
Sacramento City College
1919 Spanos Court
Sacramento, CA 95825
916/920-7912
Attn: Personnel
\$50,904-52,940/yr + bfts. Call for app/apply in person by 12/15. Administrate counseling, health & re-entry svcs of day/evening/summer offerings, coordinate & direct recruitment efforts, and assist district staff in their responsibilities. FT, 12-mo tenure-track position. Must have or be eligible for CA community college instructor & supervisor credential. Req MA degree in counseling, guidance, social welfare, student personnel or psychology, 2 yrs professional work exp in counseling in an educational institution, and ability to work with persons from diverse ethnic & socio-economic backgrounds. EOE

EDUCATION COORDINATOR

Center for Education & Manpower
Resources
410 Jones Street, Suite C
P.O. Drawer F
Ukiah, CA 95482
707/468-0194
Attn: Delice Francis / Receptionist Clerk
\$9,40-10.36/hr DOE/DOQ, xint bfts incl vacation, holidays, and medical/dental ins for employee & dependents. Call for info/app; apply by 12/9/88. Supervise center dirs, train/monitor teaching staff in ECE, and oversee center ops and 5 migrant Head Start childcare centers. Involves travel in Lake Mendocino & Sonoma Counties. 40 flexible hrs/wk; 10 hrs/yr. CEMR staffs & manages 5 centers serving 8 counties. Req AA in ECE and child development; 1 yr exp supervising a small staff, pref in a licensed child development program; CDL, and ins. Must meet Title 22 center director reqs. Bilingual (Spanish) preferred.

Special Education Teachers

\$20,610 - 29,884 +
M/D/V/STRS, income protections
▲ **RST — Resource Teacher** —
Work directly with students in a pull-out program.
▲ **Special Day Class Teacher** —
Work with special education students, ages 3-21, in a self-contained classroom. Requires appropriate credentials.

To apply, contact:

Bobbi Clausen
Director of Personnel
Del Norte County Schools
301 West Washington Blvd
Crescent City, CA 95531
(707) 464-6141

INSTRUCTOR

Evergreen Senior Center
797 Montague Avenue
San Leandro, CA 94577
415/895-2838
Attn: Georgia or Diane
\$1447/mo plus paid vacation & holidays, pension, and medical/dental & life ins after 1 mo. Call for more info & app. Facilitate individual/group programs for senior adults with developmental disabilities in a day training & activity center setting; plan appropriate activities/excursions; and prepare session plans. Travel to various job sites 8:30-3:30 Mon-Fri. Senior training in Hayward serves 30. Requires BA in special education or related field and 2 yrs exp working with seniors or the developmentally disabled. Must be 25 or older and have (or be qualified for) a valid class 2 CDL. EOE

LECTURER (temporary)

University of California
Division of Environmental Studies
2132 Wickson Hall
Davis, CA 95616
916/752-6750
Attn: Lola Brocksen / Administrative Asst
Salary negotiable DOE/DOQ. Call for more information and expanded course description; apply by 12/21. Teach an upper-division introductory course in physical & chemical oceanography. Emphasis is on physical & chemical properties of seawater, fluid dynamics, air-sea interaction, currents, waves, tides, mining, and major oceanic geochemical cycles. Work hrs per class schedule; temporary assignment; spring quarter. Requires master's degree or PhD and demonstrated effectiveness in teaching university-level courses in above subject. AA/EOE

LIBRARIAN I / II

Tulare County
2900 West Burrell
Visalia, CA 93291
209/733-6266
Attn: Personnel Department
\$1528-2162/mo DOE/DOQ, plus benefits. Obtain application and file by 1/3/89. Tulare County seeks a reference librarian for the Visalia Public Library branch. Determine community interests, collect & analyze information, and assist with library needs. 40 hrs/wk. Requires knowledge of reference works, advisory services, library materials available for adults & children, and general library cataloging rules & procedures; and ability to communicate effectively with a variety of people. Level II requires 1 yr level I experience. Equal opportunity employer.

PRESCHOOL TEACHERS / PRESCHOOL-ELEMENTARY SUBSTITUTES

Merryhill Country School
2730 Eastern Avenue
Sacramento, CA 95821
916/485-2177
Attn: Renee Reale / Personnel Director
Salary commensurate with exp and qualifications. Send letter of app, resume & transcripts. Teachers develop & implement daily lesson plans, and care for & supervise children. Substitute teachers implement existing lesson plans and work on-call. FT, PT & long-term substituting opportunities available. Growing private preschool has 15 locations in SACRAMENTO, ROSEVILLE, ELK GROVE, and MODOSTO; and is hiring for schools in ROCKLIN, NORTH ROSEVILLE, DAVIS, STOCKTON, NOVATO, and SANTA ROSA. Full & part-time positions available. Must meet Dept of Social Service's ECE requirements. EOE

TEACHERS (part-time)

Bright Beginnings
330 Golden Hinde
Corte Madera, CA 94925
415/924-1677
Attn: Laura/Director or Gayle/Office Asst
\$6-7.50/hr plus health insurance, vacation, holidays, and sick leave (totaling 5 wks/yr paid time off). Call for appointment; RTJJ Plan & implement classroom lessons and activities, and supervise up to 3 teaching assistants for infant to pre-kindergarten-age children (age depends on assignment). PT, 6-8 afternoon hrs/day. Licensed for 140 children, ages 3mos - 7yrs. Requires minimum 6 ECE units. Some experience working with children preferred.

We Need • Teachers/Teacher Aides (FT/PT) • Substitute Teachers at: **KIDS ON CAMPUS**

A nonprofit child care organization with 6 centers in Stockton, each with 6 teachers, 6-12 aides, with children 3-12 years of age.

TEACHERS/SUBS — \$6.92-9.23 per hr DOE/DOQ. Children's center instruction permit.

TEACHER AIDES — FT/PT-\$4.75-5.75 per hr DOE/DOQ. ECE experience preferred.

Submit resume or call:
Sam Darst, Program Director
KIDS ON CAMPUS
2850 East Lafayette Street
Stockton, CA 95205
(209) 943-5371



RESOURCES & INFORMATION COORDINATOR

Resources in Special Education
900 J Street
Sacramento, CA 95814-2703
916/442-7391
Attn: Personnel
\$148-181/day DOE/DOQ, + medical/dental & vision ins. Call for info & app; file by 12/2. Provide technical assistance, research, consultation, and resource info for individuals involved in special ed; develop resources & info on core curriculum implementation and other special ed issues; and assist in planning, developing & implementing a model site core curriculum program. Hrs 8-5 Mon-Fri. RSE publishes resources for special education and maintains a statewide lending library. Postgraduate degree in special education or school admin and some admin exp desired. AA/EOE

If you can't decide on a career direction, consider temporary work. It can provide you with good on-the-job training in a variety of businesses.

SPECIAL CENTER TEACHER (temporary)

Alameda County Office of Education
313 West Winton Avenue, Room 338
Hayward, CA 94544-1198
415/887-0152 x304
Attn: Personnel
\$25,193/yr DOE/DOQ (prorated); benefits include medical ins equiv to Kaiser family rate, dental insurance, and state teachers retirement system. Call for info & county app; file app, letter of app (which addresses specific competencies), resume (including background & education exp), and copy of credential(s) by 12/6. Plan & provide an instructional program for severely retarded children with 1 or more additional handicaps. FT, regular class day; temporary (through 6/30/89). Req severely handicapped or other appropriate special education credential, and completion of CBEST requirement. AA/EOE

TODDLER/INFANT TEACHERS (4)

Heads Up!
445 East Charleston Road, Suite 9
Palo Alto, CA 94306
415/424-1221
Attn: Susan
\$6-8/hr. DOE/DOQ. Call for app & information or send resume. RTJJ. Work in conjunction with Montessori teacher to instruct classes of infant to preschool-age children in an excellent working environment. Part & full-time positions available in Palo Alto and San Jose. Hours vary, Mon-Fri. Req at least 12 ECE (early childhood education) units or a BA degree in childhood education. Exp preferred but not necessary.

TEACHERS (SDC - DIS) SPECIAL DAY CLASS

\$21,844 - 39,094

Designated Instruction Services at junior high & high schools. Immediate openings. Submit district app, valid LH credential, & placement file, and 3 letters of recommendation.

Open until filled. To apply, call:

Center Unified School District
8408 Watt Ave.
Elverta, CA 95626

(916) 334-6700



La Petite Academy

Child Care Director/Teachers

The nation's finest preschool and child care provider is now seeking career-minded individuals who enjoy working with children and would like the opportunity to advance in the child care field. Our benefit package includes a competitive wage, based on 12 ECE units, health and dental co-paid by the company, paid holidays, paid sick and vacation days, free and/or reduced rate child care, on-site training programs and educational reimbursement.

Come grow with us at any of our Northern California locations:

Antioch
Concord
Sacramento Area
Fresno
Lodi
Merced

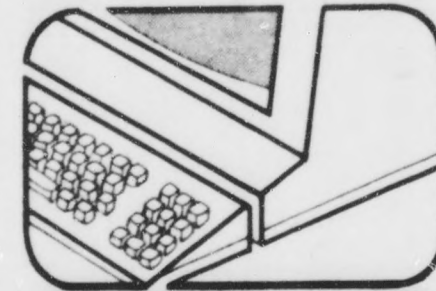
Modesto
Napa
Pittsburg
Pleasanton
Rancho Cordova
Rohnert Park

San Ramon
Santa Rosa
Vallejo
Vacaville

La Petite Academy, Inc., Divisional Office
1864 Cabana Drive, San Jose, CA 95125
(209) 368-0303

VOCATIONAL TRAINERS (2)

Vocational Training & Employment
423 F Street, Suite 10
Davis, CA 95616
916/757-2311
Attn: Nancy Fiorini / Director
\$1352-1771/mo depending on position DOE/DOQ, plus medical/dental & vision insurance. Call or submit resume. Assist developmentally disabled adults in becoming competitively employed. 40 flexible hrs/wk. Requires knowledge of community-based training strategies and behavioral programming & implementation. Prefer degree in special education, rehabilitation, or related field. AA/EOE



Electronics/ Data Processing

ASST CAO / MGMT INFO SYSTEMS DIR

Solano County
580 Texas Street
Fairfield, CA 94533
707/429-6321
Attn: Personnel Department
\$51,808-62,973/yr. Apply in person by 12/12. Solano County is recruiting for a dynamic, results-oriented individual to direct its MIS department. Full-time. Requires extensive professional & managerial experience (preferably in EDP) and 5 yrs progressively responsible supervisory & management exp (preferably in the MIS field). AA/EOE

"The well-dressed man is he whose clothes you never notice."

—Herbert Harold Vreeland

CAO SYSTEM MANAGER

Brownie's Blueprint Company, Inc.
1322 V Street
Sacramento, CA 95818
916/443-1322 x28
Attn: Annette / Personnel Director
Salary negotiable DOE. Call for more information; RTJJ. Progressive, stable, full-service blueprint/reprographics company seeks an individual to process drawings using a DEC Micro Vax II-based system. Full-time flexible hrs, Mon-Fri. Must be a people-oriented team player who knows AutoCAD, AutoLISP, PC, or MS-DOS and has a good working knowledge of software/systems/peripherals. DEC micro-VMS software experience helpful but not required.

California State Prison, Folsom is testing for the classification of:

Teacher

Elementary / High School

Deadline: Applications will be accepted until Dec 7, 1988. Job information & state applications may be obtained from your local employment development dept. Send completed application to:

CA State Prison, Folsom
P.O. Box 29, Repressa, CA 95671
Attn: Delegated Testing
AA / EOE

COMMUNICATIONS TECHNICIANS (2)

Hendrix Electronics
P.O. Box 506
Imperial, CA 92251
Attn: Ray Russell / Service Coordinator
\$7-15/hr DOE, + vacation, holidays, sick leave, medical/dental ins, and up to 4% paid retirement package. Send resume & refs. RTJJ. Operate & maintain 2-way radios and paging, microwave & multiplex systems. 40 hrs/wk. Motorola service shop, in business 30 yrs, specializes in installing & servicing communication systems. Req good verbal skills, CDL, and DMV printout. Must have professional appearance and be efficient & responsible. HS grad pref. Gen FCC license, National Business Assn cert, and min 2 yrs exp in communication maintenance +. Will train local person. Must be US citizen. AA/EOE

Be quick to recognize co-workers who overcome deficiencies or correct mistakes. Acknowledging their efforts is a guaranteed morale booster.

COMPUTER OPERATORS (2)

Digital Software Corporation
275 Saratoga Avenue, Suite 260
Santa Clara, CA 95050
408/985-0606
Attn: Melody Zanger / Director, Engr Svcs
\$18,000-24,000/yr DOE, + benefit pkg including 2 wks vacation, major holidays, sick leave, 401K plan, and medical/dental & \$50,000 life ins after 6 mos. Call for app or send resume; RTJJ. Oversee basic computer functions relating to data entry using an IBMxx mainframe. 40 flexible hrs/wk; rotating shift work. Contract consulting firm offers engineering & support services to aerospace & defense contractors. Req IBMxx and 2 yrs MVS/xx computer exp, CDL, and car. Must have good communication skills, be adaptable, and enjoy teamwork. Prefer HS diploma. US citizenship required. EOE

QUALITY CONTROL

NEVADA. Manufacturer of scientific instruments is looking for a Quality Control Dept Head for both mechanical & electronic commercial products.

Reply to:

Micromanipulator Co. Inc.
2801 Arrowhead Dr.
Carson City, NV 89706
EOE

FIELD REPRESENTATIVE/ ORGANIZER

California School Employees Association, the largest independent public employee labor union in the nation, is looking for qualified men and women who would like to represent and/or organize CSEA members, affiliated chapters & bargaining units in a wide variety of services & programs.

Since we are a growing organization, we have continuing needs for qualified candidates to fill vacancies when they occur. We are interested in hearing from you if you are interested in joining the staff. Field staff positions include the positions of Sr Field Representative, Field Representative, and Organizer.

Education & experience requirements: Equivalent to a BA/BS in industrial relations or related field, with a minimum of 2 years experience in labor relations/personnel management and/or 3-4 years of volunteer experience as an officer within a labor union.

If you're interested, please let us hear from you.

California School Employees Association

Personnel Department
P. O. Box 640
San Jose, CA 95106

ELECTRONICS ENGINEERS (2)

Versatron
103 Plaza Street
Healdsburg, CA 95448
Attn: Judith Voight / Admin Director
\$28,000-45,000/yr DOE, + vacation, sick leave, holidays, credit union, 401K plan, and medical & life ins. Send resume; RTJJ. Work on driver development using prototype hardware; perform circuit design & analysis using AUTOCAD; and interact with customers & mechanical enrgs. Program leadership possible. Hrs 8-5 Mon-Fri. Firm manufactures state-of-the-art aerospace EM actuators. Req BS/MS in electronic engr; exp with analog & digital work, DC motor driver design, and personal computer analysis, good verbal skills; and ability to work with others. Prefer 1-2 yrs exp. US citizenship required. EOE

MICROCOMPUTER SYSTEM SPECIALIST

Los Rios Community College District
Cosumnes River College
1919 Spanos Court
Sacramento, CA 95825
916/920-7912
Attn: Personnel
\$26,360/yr plus 4 wks paid vacation & 17 paid holidays. Call for application or apply in person by 12/9. Design, modify, install, maintain & evaluate microcomputer software; travel to various job sites. Hrs 8-4:30 Mon-Fri. Requires 4 yrs education and/or experience in electronic data processing systems study, design & programming; 1 yr of which included responsibility for coding, designing, modifying, installing & maintaining microcomputer software. EOE

SOFTWARE ENGINEER

Acurex Corporation
Human Resources
555 Clyde Avenue
Mountain View, CA 94042
Attn: Employment Administrator
Salary negotiable DOE, plus bfts. Send resume; RTJJ. Work as part of a team. Design & implement software in the areas of graphics editors, translators, database utilities, and control system algorithms. Req BSCS, EE, math or equiv, with 4-6yrs exp in design, implementation and documentation of real-time user interface code in C language under MDOS. Req extensive C language for user displays & dbase, and knowledge of REGULUS & 8086 assembly program languages. Exp with process system software is desired. Company enrgs & manufactures high-tech products. AA/EOE M/F/H/V (#AD-644)

Utilize the power and contacts of your friends.

SOFTWARE ENGINEERS

Digital Software Corporation
275 Saratoga Avenue, Suite 260
Santa Clara, CA 95050
408/985-0606
Attn: Melody Zanger / Director, Engr Svcs

\$25,000-60,000/yr DOE, + 2 wks vacation, major holidays, sick leave, 401K plan, and medical, dental & \$50,000 life ins after 6 mos. Call for more info or send resume; RTJJ. Design, code, test, and/or integrate work with applications related to the aerospace or defense industries. 40 flexible hrs/wk. Contract consulting firm provides engineering & support services to aerospace & defense contractors, and has 75 employees. Must be experienced with military standards and familiar with PASCAL, FORTRAN, or ADA. US citizenship required. EOE

SYSTEMS ANALYST IV

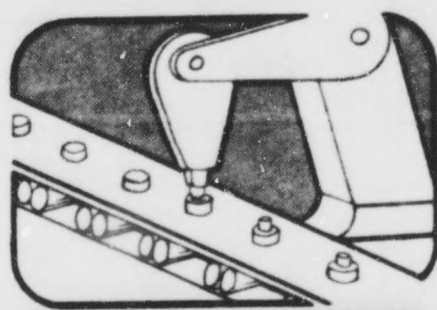
Orange County
Hall of Administration
10 Civic Center Plaza
Santa Ana, CA 92701
714/834-2844
Attn: Personnel

\$2605-3510/mo DOE/DOQ. Continuous filing; RTJJ. Consult with dept staff to assess user needs, conduct feasibility studies and develop general & detailed design requirements for major systems; coordinate or direct the development & implementation of major systems and provide or arrange for the necessary level of operational support once systems are in place; provide training and other technical support to dept users, including both microcomputer & mainframe applications; act as a systems project leader and coach to lower-level systems analysts. FT. AA/EOE M/F/H

TELECOMMUNICATIONS SPECIALIST

Los Rios Community College District
Cosumnes River College
1919 Spanos Court
Sacramento, CA 95825
916/920-7912
Attn: Personnel

\$29,624/yr + 4 wks paid vacation & 17 paid holidays. Call for app or apply in person by 12/9. Organize/supervise the production & technical operations of a color TV studio; maintain & repair all campus telecommunications & audio/visual equipment; and be responsible for broadcasting over microwave. Hrs 8-4:30 Mon-Fri. Req 3 yrs exp in the maintenance, operation & repair of electronic equipment used in teaching programs, including TV studio production; and BA or equiv in telecommunications, engineering or electrical enrg. Additional qualifying exp may sub for req'd education on yr-for-yr basis. EOE



Industrial

ELECTRICAL INSPECTOR (7)

TAD Technical Services
3350 Scott Boulevard, Building #2
Santa Cruz, CA 95054
408/727-6460
Attn: Tim Conboy / Office Manager
\$10-11/hr DOE, plus 6 holidays and employee-paid medical ins. Call for app or send resume; RTJJ. Inspect incoming electrical components by verifying parts and making sure inspection procedure is complete. Travel to various job sites. Hrs 8-5 Mon-Fri + some OT. Consulting firm has 30 yrs exp working with project managers in the technical support area. Requires at least 1 yr experience as an inspector of incoming parts in an electrical component capacity. Must be flexible and have good communication skills & own transportation. EOE

Don't be concerned with what you haven't accomplished in the past — concentrate on making the rest of your life the best of your life.

ELECTRICAL/MECHANICAL ASSEMBLERS

TAD Technical Services
3350 Scott Boulevard, Building #2
Santa Cruz, CA 95054
408/727-6460
Attn: Tim Conboy / Office Manager
\$7-10/hr DOE, plus 6 holidays and employee-paid medical ins. Call for app or apply in person; RTJJ. Perform cable assembly & wiring and some soldering & packaging of electrical components. Some travel to various job sites required. Hrs 7-4:30 Mon-Fri plus some overtime. Company has 30 yrs experience working with project managers in the technical support area. Requires at least 1 yr experience as electrical or mechanical assembler, and exp with firms or businesses in the electrical component industry. Must be flexible and have good communication skills & own car. HS diploma preferred. EOE

BIO-RAD

ENTRY-LEVEL ASSEMBLER

Bio-Rad Laboratories
1000 Alfred Nobel Drive
Hercules, CA 94547
Attn: Human Resources, Department 1121
\$6/hr to start. Send resume and salary history. Continued growth at this leading biotechnology company has created the need for packaging & assembly staff. Join us as we continue to manufacture products of high social worth. Full-time positions with an easy North Bay commute. Requires a HS education or equivalent and at least 1 yr work experience in a manufacturing environment. We are looking for well-groomed, motivated people who want to begin a career with a company that has over 30 years growth & stability. AA/EOE

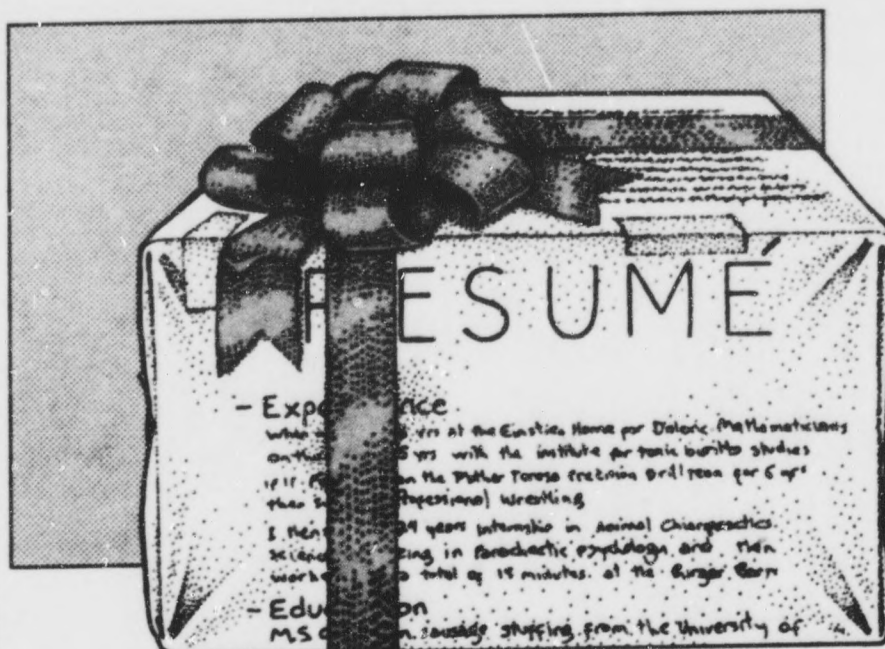
INSPECTOR - CLASS A

PTM, Inc.
401 East Alondra Boulevard
Gardena, CA 90247
213/532-2451 or 321-9308
Attn: Tony Wilson / Quality Control Mgr
\$15-20/hr DOE, + vacation, holidays, and medical ins after 1 mo. Call for app/apply in person; RTJJ. Inspect precision aircraft machine parts, landing gear, axles, support braces & bolts (mostly high-heat treated & steel parts and some aluminum parts). Hrs 7-3:30 Mon-Fri (48-50 hrs/wk) + overtime. Precision-machined aircraft parts manufacturer has been in business 19 yrs. Requires minimum 5 yrs hands-on machining exp, knowledge of trigonometry & shop math, and an ability to interpret blueprints, use inspection tools, and do precision first article layout of forgings & castings. AA/EOE

MACHINIST

Remco Hydraulics
934 South Main Street
Willits, CA 95490
Attn: Glenda Presley / Personnel Manager
\$8.49-12.24/hr DOE, plus benefits after 30 days. Send resume. Operate a CNC machining center & large conventional lathe. Full-time. Manufacturing firm, in business for 30 yrs, specializes in producing hydraulic cylinders and employs 150. Req experience operating equipment above.

'Tis the Season . . . to be Self-Marketing



If a promotion is on your "wish list" this holiday season, now is the time to launch a self-marketing strategy that will pay off in the new year.

Human resource experts say the period between Thanksgiving and New Year's offers an ideal opportunity to position yourself as a superstar in the workplace by avoiding a "holiday mentality" that grips employees and frustrates employers at this time of year.

While co-workers are slipping away early on shopping trips, making party plans on the office phone, and socializing around the coffee machine, you can differentiate yourself by showing enthusiasm and willingness to stay focused on the job and contribute extra hours, if needed.

"Be the first one at work and the last to leave . . . and you'll be noticed," declares J. Paul Costello, president of Costello, Erdlen & Company, a national management consulting firm specializing in human resources. The company's consultants have observed successful career development strategies as part of their work in

employment and human resource departments of organizations throughout the country.

These personnel professionals offer other tips to help you capitalize on the season:

■ Resist the temptation to add some holiday "sizzle" to your wardrobe — at least in the work-

Use these social occasions for networking, but don't try to impress your boss by discussing details of an important project coming up next week . . .

place. Stick to classic office attire during working hours and even for the company party. Chances are, a woman's flashy outfit will be remembered long after her impressive marketing presentation! Advice for men: Avoid bright red vests and "Christmas tree" bow ties if you want to present an executive image.

■ Use good taste and discretion in selecting holiday gifts for colleagues. You can't be sure everyone shares the same sense of humor!

■ Watch your behavior at office parties. Don't overindulge at the bar or buffet, or try to steal the spotlight on the dance floor. Use these social occasions for networking, but don't try to impress your boss by discussing details of an important project coming up next week . . . most people prefer to relax and leave those issues for office hours.

■ Create your own networking opportunity by hosting an open house for family, friends, neighbors, business associates, and acquaintances. This career development tactic is especially useful for unemployed individuals who don't have the benefit of office functions. In addition to controlling the guest list, you'll generate lots of phone contact with individuals responding to your

invitation. Many job leads are identified through this social "grapevine."

A holiday career strategy can get your self-marketing campaign off to a great start. And the long-range results are far more valuable than any gifts you'll find under the tree.

OFFSET LITHOGRAPHER

Rancho Santiago College
17th Street at Bristol
Santa Ana, CA 92706
714/667-3320
Attn: Personnel Services
\$1938-2474/mo DOE/DOQ, plus vacation, holidays, sick leave, employee/dependent medical insurance contribution (\$4840/yr) & PERS. Call for info & district app; file by 12/16. Operate a variety of offset and related photographic & duplicating equipment in reproducing materials; produce multicolor forms, brochures, business cards & other materials; do opaquin & masking; and prep negatives, plates, etc. 40 hrs/wk; 12mos/yr. Req any training/exp equiv to 2 yrs print shop apprenticeship including lithographic equip ops, and ability to set up, adjust & operate offset equipment & rapidly learn new procedures. AA/EOE

PRESSER

Carmel Cleaners
3rd & Junipero Avenues
Carmel, CA 93921
408/624-3616
Attn: Cheong / Owner
\$6-7/hr DOE, plus 1 wk vacation after 1 yr and paid holidays. Call for appointment; RTJJ. Press all types of dry cleaned garments. Full-time, 8-4 Mon-Fri. 3-n-less dry cleaner has 5 employees. Requires 1-2 yrs pressing experience. AA/EOE

PRODUCTION COORDINATOR

Explosive Technology, Inc.
P.O. Box KK
Fairfield, CA 94533
Attn: Ben Callis
Salary DOE, plus excellent benefit package including profit sharing. Send resume. Review drawings and other documents, prepare work packages, determine material requirements, compile labor hrs & costs, and determine packaging/shipping reqs. Full-time. Company manufactures explosive-actuated crew survival devices for the aerospace industry. Requires 2 or more yrs college and at least 2 yrs experience in production planning/scheduling or related manufacturing operation exp, and good verbal & written communication skills. EOE M/F/H

PRESS OPERATORS SACRAMENTO COUNTY

♦ Printing Services Operator I ♦

\$17,456 - 21,214 / yr
1 yr paid exp on duplicating and processing equipment

♦ Printing Services Operator II ♦

\$19,105 - 23,219 / yr
2 yrs paid exp on duplicating and processing equipment & 6 mo min exp with web & tandem press.

Excellent benefits & working conditions
Current opening at the Sacramento Public Library. Additional exp desired on Hamada 800, vertical process camera, platemaker; exp with layout & pasteup, stripping, 2-4 color work, and inventory control, highly desirable.

Applications for Printing Services Operators will be taken Dec 6 - Jan 3, 1989.
Sacramento County Employment
710 J St. or call Library Personnel
(916) 440-5926

PRODUCTION PRINTER

Silicon Valley Screen Printing
1725 Rogers Avenue, Suite E
San Jose, CA 95112
408/436-0225
Attn: Karen Conrad

\$4-7/hr. Apply in person; RTJJ. Operate an automatic silk screening machine, pull a squeegee, and occasionally box & sort products. 11-person shop (which hasn't laid off a single employee since its inception 3 yrs ago) prints textiles, with existing/custom designs, for wholesale. Full-time, day hrs Mon-Fri (plus occasional overtime). Must be able to read, write & speak English. Training provided.

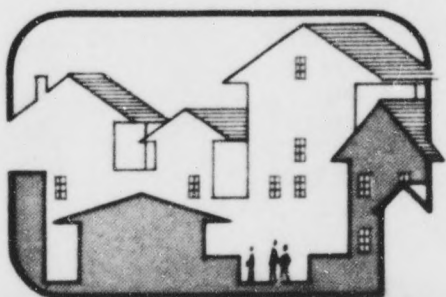
PRODUCTION SUPERVISOR

Explosive Technology, Inc.
P.O. Box KK
Fairfield, CA 94533
Attn: Ben Callis / Personnel
Salary DOE. Call for more information or send resume. Full-time opening for a Production Supv with this manufacturer of explosive-actuated devices for the aerospace industry. Requires 2 yrs college education or equivalent, 7+ yrs experience in manufacturing/assembly operations, 5 yrs supervisory exp. knowledge of government contracts, and ability to read & interpret drawings. EOE M/F

It's difficult to be successful in a company if you are a loner. Regardless of your industry or position, you need to interact with people and establish good working relationships.

QUALITY CONTROL INSPECTORS (3)

Southwestern Industries, Inc.
5880 Centinela Avenue
Los Angeles, CA 90045
213/776-1125
Attn: Paula Cisneros / Office Manager
\$6-11/hr DOE, plus xint benefits. Apply in person or send resume, references, and salary history/requirements. RTJJ. NO PHONE CALLS. Perform solder, harness & electronic stuffing inspections; test various manufactured units such as CNC machines; and perform touch up, wiring & assembly of units. Hrs 7-3:30 Mon-Fri. Precision instrument tools manufacturer has representatives nationwide. Requires 2-3 yrs exp in electronic assembly. Must have good communication skills and knowledge in soldering & reading blueprints. Prefer resident within 10 mile radius of plant. EOE M/F/H/V



Insurance/ Real Estate

ACCOUNT EXECUTIVE

Garlington Insurance Services, Inc.
744 San Antonio Road
Palo Alto, CA 94306
415/424-0443
Attn: Meredith Daniel / Vice President
Base salary plus commission & benefits. Call for information; RTJJ. Provide customer service to establish new commercial accounts for pre-advised business insurance programs. Generate & service unique programs to cover business assets, liabilities & employees. FT opportunity with advancement potential at this national commercial insurance agency in its new Bay Area location. Challenging schedule, 8-5 Mon-Fri. Requires minimum 3 yrs commercial line insurance experience. Property & casualty license preferred. Should be aggressive, personable & self-motivated.

AIRLINES NOW HIRING

Flight Attendants,
Travel Agents,
Mechanics,
Customer Service,
Listings.

Salaries to \$105K
Entry-level positions

Call (805) 687-6000
Ext. A-2626

**AGENCY OWNER / MANAGER**

Farmers Insurance Group
8035 Madison Avenue, Building B
Citrus Heights, CA 95610
916/966-9088
Attn: Paul Hook or Doug Dillard

Six-figure income attainable within 2nd year. Call today! Seeking successful people to help become more successful. If you're approaching \$25K/yr or above, you're the one we're looking for. Leading US ins company seeks ambitious, independent self-starter to operate own agency, serving as owner/manager. We'll assist you in establishing a client base and provide training to help you develop a successful business. Unique opportunity to be in charge of all phases of agency ops/development. FT, hrs & days depend on desire to succeed. College degree preferred, but not mandatory. This could be the one!

FINANCIAL / PROFESSIONAL SALES

Paul Revere Insurance Group
1735 North First Street, Suite 310
San Jose, CA 95112
408/280-1400
Attn: Lance Lastinger / Manager

\$50,000 potential 1st-yr income plus superb benefits. Call for confidential interview. RTJJ. Assist clients with financial planning matters, including life, health & disability insurance claims, securities, and investments. Successful candidate will be thoroughly trained on a professional basis to represent this respected financial planning organization. Hrs 8-5 Mon-Fri. Should be goal-oriented, with outstanding communication & sales skills, and have a successful track record.

Numerous professional, business, and industrial organizations maintain offices in state capitals and other major cities. You can find them in the yellow pages under "Associations", "Business and Trade Organizations", "Labor Organizations" and "Professional Organizations".

Such groups may provide up-to-the minute job information or referrals to other sources. For information on offices outside your local area, consult your library's vast telephone directory collection.

INSURANCE UNDERWRITER/RATER - PROPERTY CASUALTY

Weich and Company
2 Fifer Avenue
Corte Madera, CA 94925
415/927-1300

Attn: Katie Koloboss / Underwriting VP
\$20,000-30,000/yr DOE, + medical ins after 30 days and dental, life & vision ins after 90 days. Send resume, cover letter, refs & salary history/reqs; RTJJ. Service casualty, general liability & property accounts; handle heavy phone contact with producers & companies; and underwrite & rate own policies (computer-aided & manually). Hrs 8-5 Mon-Fri. Small, 26-yr-old company manages several agents for various ins firms. Req at least 2 yrs college, 3-4 yrs exp, knowledge of rating forms & coverage, good phone & organizational skills, and documentation skill & knowledge. Must be pleasant & personable.

LOAN AGENT

Northwest Mortgage
2444 Moorpark Avenue
San Jose, CA 95128
408/293-3085
Attn: Bruce or Lauri

50% commission on all sales. Call for appt or send resume. RTJJ. Independent contractor will work in the field with realtors, clients and the public. Duties include taking loan applications, new account development, and follow-up for this growing mortgage lending firm. Full-time, 8-5 Mon-Fri or set own hours. Some leads provided. Requires current for in the process of obtaining real estate license and a HS diploma. Must have own transportation.

LOAN REPRESENTATIVE

Cal West Mortgage
603 Cabot Way
Napa, CA 94559
707/255-3600
Attn: Steve Groves / Broker, Owner

Salary based on straight commission (\$50,000 first-year earning potential). Call for appt. RTJJ. Contact brokers to develop real estate loans (50-50 inside/outside sales). Full-time, flexible position. Small mortgage company has been in operation in Napa for 6 yrs. Must have valid real estate license and be an outgoing, personable individual with a sales personality. AA/EOE

MARKETING MANAGERS (4)

San Jose Copa
1101 So. Winchester Blvd, Bldg A, Suite 103
San Jose, CA 95128
408/243-4516
Attn: Mr. Prieto / Personnel

Base salary + commissions (\$40,000-60,000/yr avg potential). Call between 9am-12noon for appt; RTJJ. Work in learning environment with emphasis on mgmt skills in ofc supervision, budgeting, and employee recruitment. Advancement potential to own mgmt territory avail. Good opportunity for career-minded individuals with desire for future in finance. FT flexible hrs Mon-Fri. Expanding, national financial marketing firm currently has 300 on staff. Req HS diploma and general sales background. Must be a motivated, career-minded, self-starter with desire to learn & earn. Prefer life & disability license. EOE

REAL ESTATE AGENT

Mi-Wuk Village Realty
P.O. Box 488
Mi-Wuk Village, CA 95346
209/586-5194
Attn: Cheryl / Owner

Minimum 70% commission DOE. Call for interview; RTJJ. Sell all types of real estate, especially residential resort properties. Some leads provided, but will also be required to generate own leads on available properties. Mi-Wuk Village is located approximately 20 miles north of Sonoma. Full or part-time, set own hours. Must have CA Real Estate license. No experience required.

REAL ESTATE AGENTS

Help-U-Sell
2101 Geer Road, #110
Turlock, CA 95380
209/667-5400
Attn: Joe

\$24,000+ potential commission first year. Call for appt; RTJJ. Agents needed for our new office in a very active area to help handle an over-abundance of leads. Full-time positions available in a relaxed and cooperative working environment. California real estate license required. Further training provided in our new and unique concepts. Newly licensed agents encouraged to apply.

REAL ESTATE AGENTS (2)

Sierra Land and Homes
4131 South Shingle Road
Shingle Springs, CA 95682
916/677-9444
Attn: Tony Escobar

\$30,000+/yr commission potential DOE/DOQ, plus benefit package. Call collect for interview; RTJJ. Immediate requirement for qualified real estate agents to establish contacts and market property in Amador & El Dorado Counties with an emphasis on raw land & subdivision sales. Sierra Land and Homes handles all types of RE with specific contact with ranches & land developments in the Placerville & Shingle Springs regions. FT, hrs & days vary based on individual schedule. Must possess CA real estate license and have extensive background in undeveloped & subdivision land sales. EOE

"Discontent is something that follows ambition like a shadow."
—Henry H. Haskins

REAL ESTATE AGENTS (3)

ERA - Sierra Properties
1400 Broadway
Placerville, CA 95667
916/622-0131
Attn: Bud Zeller / Broker

Excellent commission only. Send resume or call for interview; RTJJ. Immediate openings for 3 dependable individuals to train as real estate agents majoring in both land & residential sales. Market all types of real estate for this leading realty agency in El Dorado & Amador Co. FT, hrs & days vary based on schedule. Must possess CA real estate license. We provide comprehensive training. No exp req.



AGENCY OWNER/ OPERATOR

We're looking for ambitious, self-starters as agency owner/operators in Solano County. Unlimited income potential. If you're tired of someone else controlling your success, call:

GARRY D. ROWE
CAREER DEVELOPMENT MGR
(707) 429-5963

REAL ESTATE ASSOCIATES (10)

Gillman Griffin & Company
19880 Wilshire Boulevard, Suite 200
Los Angeles, CA 90024
213/470-1781
Attn: Steve Nardi / Sales Manager

\$75,000+/yr potential based on a progressive commission split. Call for appt or info. RTJJ. As an independent contractor, responsible for home & condominium sales, resales & leasing. Flexible hours & days. Successful mid-size Westwood firm has been in business for 20 yrs. Daily travel in LA area is required. Must have CA Real Estate license, transportation with insurance, and valid CDL. Candidate should be aggressive, dedicated & hard-working. Exp preferred; training provided. Great opportunity for new licensees. Must show proof of right to work. AA/EOE M/F/H/V (#10)

If you're asked something on a job interview that you think may be on the federal government's list of "illegal questions", you should first consider the intent of the interviewer and then decide if it's in your best interest to answer — even if a response is not required legally.

REAL ESTATE BROKER

Help-U-Sell
2101 Geer Road, Suite 110
Turlock, CA 95380
209/667-5400
Attn: Joe

\$40,000-100,000/yr commission potential in first yr. Call for appt; RTJJ. Motivated, energetic broker needed for new office. Use your knowledge & expertise to reap rewards with an overabundance of leads. Full-time position avail in a professional, lucrative environment with flexible hrs. This real estate office offers new & unique concepts. Requires CA real estate license. Good business & professional attitude desirable.

REAL ESTATE SALES

ERA - A&C Properties & Investments
4996 Cherry Avenue
San Jose, CA 95118
408/723-0102
Attn: Al Ching / Owner

50% commissioned salary DOE, plus medical & dental insurance; no monthly fee or desk rental. Call for appointment; RTJJ. One of the nation's largest real estate franchises seeks outside sales representatives to work as independent contractors. Make sales presentations to potential clients in designated areas. Full & part-time positions; hrs to be determined at interview. Must have real estate license, good communication skills, and own transportation. Excellent training program available. New agents welcome.

REALTOR ASSOCIATES (2)

Weeks Real Estate
1700 McHenry, Suite E
Modesto, CA 95350
209/524-7901
Attn: Dorothy Withrow / President

Commissioned sales with excellent split. Call for appt; RTJJ. Associate will function as independent contractor, having use of fully-staffed office. Duties include marketing, listing & selling residential & commercial properties. This full-line residential, commercial & industrial office has been in business since 1952. It is well-respected in the community and very busy. Area is rapidly growing. Hrs vary. Applicant should be established agent for at least 2 yrs. Please, no new licensees!

An affiliate of the

**SALES REPRESENTATIVE**

William Hawkins Agency
CM Alliance
2025 Hurley Way, Suite 150
Sacramento, CA 95625
916/929-5001
Attn: Leon Rothstein / Training Supervisor

Commission plus salary subsidy and production bonuses for eligible candidates. We offer a continuous training program, advancement opportunities, and an excellent fringe benefits program. Send resume; all inquiries are kept strictly confidential. CM Alliance, a leader in the insurance & financial services field, has an opening for someone (with or without prior sales experience) to sell insurance & financial services to businesses & residents. Days & hrs to be discussed at interview. AA/EOE M/F

Most businesses react favorably to jobseekers who want to do something for the company, and unfavorably to those who want to know what the company will do for them!

TRANSFER ANALYST I (temporary)

Placer County
377 Nevada Street, Room 505
Auburn, CA 95803
916/823-4761
Attn: Personnel Department

\$8.42/hr. Call for more info or apply in person by 12/7. Analyze documents to establish property ownership in order to keep the assessor's records updated. This is a temporary position; work up to 1000 hrs (hrs to be discussed at interview). Requires 1 yr exp in an assessor's office, title office or equiv, any of which would provide a working knowledge of documents that establish & affect ownership & configuration of property; and formal/informal education sufficient to ensure the ability to read & write at a level necessary for successful job performance. AA/EOE

Career Opportunities

USAA Hosts Open House
Tuesday, December 6, 1988
4:30 p.m. to 7:00 p.m.

2241 Harvard Street, Sacramento

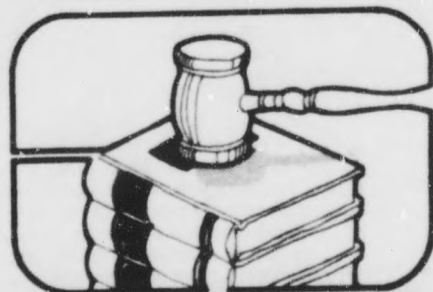
United Services Automobile Association's service to membership is unparalleled in the industry. As one of the country's largest P & C insurance carriers, we are expanding our western regional operation. Opportunities for employment occur at various levels.

- Clerical
Support Clerks (typing 30-40 wpm)
Mail/Supply Clerks
File Clerks
PBX Operators (PT only)
- Part-time Loss Report Representatives
- Customer Service Representative
- Claims Representatives Auto & Property

Now, we'd like to give you an up-close and in-person look at a company in motion by opening our doors for an open house on Tuesday, Dec 6, 1988. You will have a chance to complete an application and talk with our employees first-hand.

Join us December 6th and explore the various opportunities that exist. Open house at USAA may just open the door of opportunity for you!





Legal/ Public Safety

COMMUNICATIONS OPERATOR

City of Ventura
501 Poli Street, Room 200 / P.O. Box 99
Ventura, CA 93002
805/654-7853
Attn: Personnel Office

\$1735-2109/mo plus excellent bfts. File city application; RTJJ. Answer incoming calls on the emergency telephone system. Process calls and alarms and dispatch police, fire and medical units as required. Req: ability to perform effectively while under stress and in emergency situations requiring quick and accurate decisions; knowledge of police and/or fire call receipt and dispatching procedures, terms and codes. Must have good spelling and grammar skills and able to communicate clearly and effectively; and ability to type at a minimum rate of net 30 wpm. AA/EOE

DEPUTY PROBATION OFFICER II

Shasta County
1500 Court Street, Room 105
Redding, CA 96001
916/225-5515

Attn: Personnel Office
\$1836-2232/mo plus 5% of employee rate to 7% of PERS. Call for more information or apply in person by 12/16. Provide supervision & counseling in adult & juvenile cases and transport probation violators. 40 hrs/wk. Shasta County (pop 137,000) is located in a superb outdoor recreation area at the foot of majestic Mount Shasta. Requires at least 1 yr exp as a deputy probation officer and completion of CA standards & training for corrections basic training. AA/EOE

DEPUTY SHERIFF

Contra Costa County
Sheriff's Department
651 Pine Street
Martinez, CA 94553
415/646-2400

Attn: Ron Cunningham or Chester Amin
\$2521-3064/mo (laterals up to \$2803/mo) plus up to 5% educational incentive and 75% medical benefits, uniform allowance, and 20-yr county retirement plan. Call for more information and/or application. Growing department. Numerous promotional opportunities. Wide range of work assignments including patrol detention, investigation, civil, bailiff, marine, patrol, motorcycle, canine patrol, and various other specialty assignments. No exp necessary. Req HS diploma or GED, driver's license, and no felony convictions. Must be at least 20.5 yrs old. Full training provided. EOE

ENVIRONMENTAL HEALTH OFFICER

Solano County
580 Texas Street
Fairfield, CA 94533
707/429-6321

Attn: Personnel Department
\$1804-2579/mo. Call or write for information; file by 12/22. Ensure a safe & clean environment; maintain public & private compliance with environmental health laws & regulations. Full-time. Entry-level candidates must be eligible for sanitarian board registration. Journey-level candidates must have registered sanitarian certificate and 1 yr experience. AA/EOE

CITY OF SACRAMENTO

Police Cadet: \$1,593.28/mo
Police Officer: \$2,244.49-3,311.53/mo
Community Service Officer: \$9.19-10.13/hr

EXCELLENT BENEFITS

The City has available group medical and dental insurance, worker's compensation coverage, PERS, Retirement System, vacation, sick leave, and holidays.

APPLICATION PROCESS

Applications will be available at the written test site. No written test scheduling notices will be mailed. Please appear with a valid driver's license or photo ID.

DATE: Wednesday, January 25, 1989

LOCATION: SACRAMENTO COMMUNITY CONVENTION CENTER EXHIBIT HALLS (J St - between 13th and 14th St) parking avail; city parking garage (13th St between I and J St)

TIME: 10:00 am - Last names A-L

4:00 pm - Last names M-Z

Testing will take
approx four (4) hours



An Equal Opportunity Employer

A Helping Hand for the New Manager



First impressions last beyond the time of first impressions. As weeks, months, and even years pass, those early memories of people and climate at one's place of work remain fixed, even though the environment has changed or the people act very differently from the way they did at the beginning.

Yet very little attention has been paid to those first minutes after a promotion (especially if it is from the ranks), the first hour of this manager's new role, the first words exchanged, and the first actions performed.

Sensitivity to the people we work with as to the issues of early integration into the management team is important. How does an employee feel when promoted from the ranks? What are the advantages and disadvantages? Are there any pitfalls? Can one anticipate unexpected reactions?

Suppose one of the employees just got promoted to supervisor. What are management's responsibilities besides a pat on the back? In what way can that person be helped to do a better job?

The people in top management sit somewhere in the narrow part of the pyramid with enough troubles of their own. With new government policies, impending mergers, the unstable dollar, and competition, do they need to worry about some new boss at the bottom of that pyramid? The answer is "Yes!" It doesn't need to be time-consuming, but welcoming an employee into the ranks of

Welcoming an employee into the ranks of management may make the difference between loyalty or alienation, commitment or indifference.

management may make the difference between loyalty or alienation, commitment or indifference.

How can an executive make that kind of difference? There are three ways: One is by being explicit about organizational goals and values; a second is by modeling the appropriate behavior. We know that subordinates very carefully observe how their superiors behave and copy what can be applied to their own situation. A third way is through creating the desired climate and commitment by showing interest in the prospective new boss.

The message given is that he or she is part of the team and the people in the organization care for each other. No one is so high up that the people below don't matter. Those few minutes spent with the new boss will make a lasting impression.

What should the executive talk about besides bestowing warm words of welcome? There is a vision that needs to be shared, a meta-goal that everyone in the organization should be aware of and work toward. Talking about the vision is important as it will help the new boss feel a part of the management team and its grander objectives and, therefore, do work that fits meaningfully into a larger whole.

Helping the new manager understand "the big picture" is not easy, yet if that information is not made explicit from the beginning, the new boss may have to take months to figure it out, thus postponing his or her integration into the company.

What is "the big picture"? It may include: What is the purpose of the organization? What are its long-term goals, its short-term objectives? Where is it going? Where has it been, and how does this influence where it is now?

Companies have a philosophy, often unspoken; they also have a value system. Some of it can be imbedded in slogans; for example, "the customer is always right," "the creative person gets rewarded," "team effort is what counts," "let's have the best-trained people in the field," "let's get this done the fastest and cheapest way," or "let's beat the competition and be the first". Whatever they are, it's important that new managers understand both the company's objectives and its means of achieving them. Only then can they represent the company well.

Since early impressions are lasting and will influence the way new managers feel about the organization for a long time to come, it becomes imperative to make a favorable impression as quickly as possible. What better way for them to form a good opinion than to have a personal talk with a higher-level executive about what matters most, becoming a good member of the team.

Natasha
Josefowitz



PATHS TO
POWER

© 1988 Natasha Josefowitz, Copley News Service

Natasha Josefowitz, a professor and the author of "Paths to Power" and "You're the Boss," welcomes your questions about careers.

Writing down your career goals will help you visualize the direction your plans should take. Creating a potential path to follow helps separate reality from wishful thinking.

FIELD SERVICES OFFICER

Brentwood Police Department
500 Chestnut Street
Brentwood, CA 94513
415/834-6191
Attn: Personnel

\$1698-2064/mo + full benefit package. Call or write for application & job description by 12/9. Immediate openings for a non-sworn position dealing with non-criminal & non-hazardous matters. Typical duties include parking enforcement, abandoned vehicle abatement, business license enforcement, and vehicle maintenance program management. Full-time position (40 hrs/wk). Requires high school graduate with 3 yrs public contact exp or 1 yr in a similar position, and CDL. AA/EOE

LEGAL SECRETARY

Loube, Lowen, Klein & Lando
1433 Webster Street, Suite 200
Oakland, CA 94612
Attn: Robert Lando

Negotiable salary DOE/DOQ + free parking, 2 wks vacation, paid holidays, 12 sick leave days, and medical/dental & \$10,000 life ins. Send resume. NO PHONE CALLS PLEASE. This is primarily a word processing position dealing with contract law, estate planning, trust accounts, and will planning for 2 partners. Hrs 8:30-5:30 Mon-Fri. Multi-phase business & general practice law firm has 10 attorneys. Requires HS diploma and legal secretarial training. Must be able to follow instructions, set priorities, and work under pressure. Prefer strong legal skills. Knowledge of Wordstar 5.0 a plus. EOE

POLICE OFFICER (lateral entry)

City of Whittier
13230 Penn Street
Whittier, CA 90602-1772
213/945-8200
Attn: Personnel

\$2332-3065/mo + benefits including 10 vacation & 12 sick leave days/yr, 11.5 holidays, medical ins, retirement & credit union plans, and 9% PERS. File city application; RTJJ. Under supervision, perform law enforcement & crime prevention work, control traffic flow, and enforce state & local traffic regulations. City is 13 miles east of LA (population 70,000). Must be 21 yrs old and have HS diploma or equiv, 2 yrs FT exp with a CA law enforcement agency, good eyesight, normal weight/height proportions, Basic POST certificate, valid CDL, and clean DMV. EOE H

Consider contacting past employers before starting your job search to be certain they are willing to provide you with a positive reference.

POLICE OFFICERS

Oakland Police Department
455 7th Street, 7th Floor
Oakland, CA 94607
415/273-3338
Attn: Recruiting Unit

\$2345/mo during 21-week training academy; \$2481-2991/mo after graduation + excellent bfts, 3-5 wks vacation, & \$500 uniform allowance. Call or apply in person (refer to this ad). Patrol designated areas protecting people & property, respond to emergency calls, & related duties in full-service police dept providing a variety of special svcs. FT, 5 days/wk. Req HS diploma or GED, min 21 yrs of age, weight proportionate to height, vision 20/100 correctable to 20/20 in one eye and 20/30 in the other with no color deficiencies, & valid Class 3 CDL. Must be US citizen with no felony convictions.



TOWN OF FAIRFAX

POLICE OFFICERS - LATERAL-ENTRY (2)

Fairfax Police Department
144 Bolinas Road
Fairfax, CA 94930
415/453-5330
Attn: Personnel

\$2273-2762/mo plus excellent benefits including uniform allowance, 11 vacation days, and 'cafeteria' style insurance plans. Call for more information or apply in person. Patrol designated areas, protecting people & property; respond to emergency calls, and perform related duties in full-service police department, providing a variety of special svcs. Full-time; shifts available. Requires POST certificate, HS diploma, at least 1 yr experience, and completion of certified college units qualifying applicant for AA/AS degree. Must be at least 21 yrs of age. AA/EOE

SECURITY GUARDS

Wells Fargo Guard Service
714 17th Street
Sacramento, CA 95814
916/447-7288
Attn: Personnel

\$5/hr to start + full bfts at some job sites, and life ins for FT employees. Call for appt or apply in person. Provide unarmed, on-site foot patrol for private commercial & industrial property; complete daily logs & incident reports. POSITIONS ALSO IN STOCKTON, FT, PT & on-call; all hrs/shifts/days avail with flexible schedule. National company (est 1852) founded the original Pony Express and employs 150 at our Sacramento branch. Must be 18+ yrs old, have CDL, reliable transportation, social security card, own phone, no criminal convictions, and pass 5-yr background check. No exp req; will train.



SECURITY GUARDS

Alpha Des Security Services
6650 Belleau Wood Lane, Suite 209-A
Sacramento, CA 95822
916/424-1706
Attn: Pete or Glenn

\$4.35/hr to start DOE, plus credit union, uniforms provided. Apply in person. Provide unarmed foot & motor patrol at commercial, private & industrial sites throughout Sacramento & Roseville; maintain accurate daily logs. Full & part-time and on-call positions; all shifts & hrs available. Local security firm, established in 1978, has ONE OF THE LARGEST VEHICLE PATROL SERVICES in the Sacramento area. No experience necessary; will train. Must be at least an 18-yr-old HS graduate with no felony convictions in last 5 yrs. Req in-home phone, CDL, DMV printout, and reliable transportation.

SECURITY GUARDS

AmGuard Security
333 Hegenberger Road, Suite 402
Oakland, CA 94621
Attn: Office

\$5.10/hr and up depending on job site. Longevity bonus, credit union, and health insurance after 30 days for FT employees; uniforms provided. Apply in person between 9-noon or 1-4 Mon-Fri. Provide unarmed foot patrol at industrial sites, office bldgs, apts & commercial properties, and observe/report daily incidents. Xint advancement oppy. FT or PT; all shifts avail. Oakland-based security firm has clients throughout the Bay Area. Must be reliable, responsible, and have good communication skills & an in-home phone. Dependable transportation pref. No exp req; paid training. Company provides licensing assistance.

People often ignore the signs of a job going stale until they are asked to leave the company. Some tell-tale signs that you may be growing disillusioned and unproductive on a job include:

- You've cut back your hours; you take longer lunches and leave promptly at 5:00.
- You get sick more often — headaches, stomach aches, hives, etc.
- Negative feelings about work extend to other areas of your life; you argue more with family and friends.

SECURITY OFFICER

Vanguard Security Services
3951 Performance Drive, Suite A
Sacramento, CA 95838
Attn: Receptionist

\$5-6.51/hr depending on site, plus supplied uniforms, medical/dental & vision insurance, 1 wk vacation after 1 yr, and credit union. Apply in person. Work for Sacramento's largest contract security firm. Observe, secure & report activity in shopping malls, business offices, hospitals, and industrial sites; file daily activity & incident reports. No weapons required. Full or part-time; hrs & days depend on site. FLEXIBLE HRS TO FIT COLLEGE SCHEDULE. Requires own transportation and in-residence telephone. Must be at least 18 yrs of age. No experience necessary; will train.

SECURITY OFFICER

American Protective Services, Inc.
2801 Pinole Valley Road
Pinole, CA 94564
415/758-1503
Attn: Personnel

Earn up to \$6.25/hr after training depending on assignment, + bfts after 90 days (for FT). Call 9-5 Mon-Fri for info. Work for top mgmt at the finest office complexes, manufacturing plants, and refineries. Responsible for sophisticated control rooms, gate duties, and inside/outside walking patrols. No weapons. Will train for positions in CONTRA COSTA, NAPA, MARIN & SOLANO COUNTIES with Bay Area's leading & highest-paying security specialists. Req ability to work all shifts & weekends. Must be 21+, have own phone, reliable transportation, CDL, and references. Vets must have DD214. V/EOE

SECURITY OFFICERS

Russian River Property Patrol
P.O. Box 227
Guerneville, CA 95446
707/887-9378
Attn: Liz or Madeline

Minimum \$4/hr DOE/DOQ, entry-level position. Call for appt: RTJJ. Established security company serving all of Sonoma, Lake, and Mendocino Counties needs people to protect properties, detect criminal activities, report incidents, and keep written daily log reports. Hrs and days (mostly evenings & weekends) to be discussed at interview. Exp not necessary; training provided.

A critical attitude reveals more about the applicant than it does about a former employer. When interviewing, the most important thing is not why a previous job didn't work out or who's to blame, it's how you present the situation. You should briefly review the circumstances and then move on to another subject.

SECURITY OFFICERS

Professional Industries
Security Division
5550 Commerce Boulevard
Rohnert Park, CA 94928
707/585-2127
Attn: Main Office

\$4.50/hr and up DOE plus benefits depending on FT/PT status. Apply in person, 10-3 Mon-Fri. (closed 12-1); RTJJ. Drive patrol vehicles, provide standing guard services, and work special events with both armed and unarmed positions available. Professional Industries, one of the fastest growing security businesses in Northern CA is owned & operated by a former chief of police. Varied hrs & days for this 24-hr operation. Req CA guard card and a clean record with no felonies. Must pass a written test, background check, meet height & weight standards and be in good physical condition.

A Security and Investigation Service
SECURITY GUARDS

\$6.25/hr (specific locations) + excellent benefits, including health/dental & life insurance. FT/PT shifts available 24 hours/day, 7 days/week. Must have in-residence phone. Experience preferred, but not necessary.

Work with the Nation's #1 security firm. Now hiring for positions in Oakland, Hayward, Pleasanton, San Ramon, Antioch, Pittsburg, Fremont, Sacramento, and the greater East Bay.

- ◆ 2000 Embarcadero, Suite 100
Oakland, CA 94606
(415) 532-7711
- ◆ 832 Escobar
Martinez, CA 94553
(415) 372-6853

SECURITY OFFICERS (8)

Pedus Security Services Inc.
3500 West First Street
Los Angeles, CA 90004
213/251-0235
Attn: Personnel Department

\$5+/hr DOE/DOQ, plus 1 wk vacation after 1 yr, holidays, and medical ins after 90 days. Apply in person between 9-3 Mon-Fri (bring CA identification & SS card) or call for more info. RTJJ. Provide protection for people & property. Full-time, all shifts available. Security company, in operation 10 yrs, has 4 offices in CA and over 1,000 employees. Must have good hearing & eyesight. No experience necessary. State guard registration a plus. Req US citizenship or right to work. Uniforms provided. EOE

SECURITY OFFICERS

Golden West Security, Inc.
8037 Fair Oaks Boulevard, Suite 100
Carmichael, CA 95608
916/944-1831
Attn: Sid Sontag or Monte Leahr

\$4.50-5.50/hr depending on location; uniforms provided. Call for more information. 'Go with the best with Golden West!' Provide unarmed, on-site foot & mobile patrol at various industrial, commercial & private properties throughout the greater Sacramento area. Full or part-time; evening & night shifts available. Security company is owned & operated by a full-time peace officer. Must be 18 or older, pass a background check, and have an in-home telephone, valid driver's license, reliable transportation, and car insurance. No experience necessary; will train.

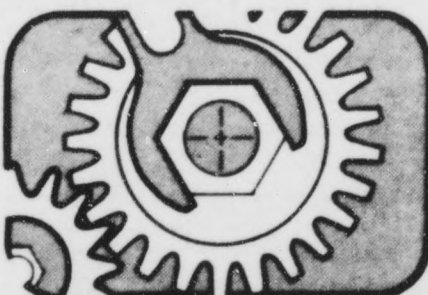


ALLSAFE SECURITY INC.

SECURITY SUPERVISOR

Allsafe Security, Inc.
22 Battery Street, Suite 500
San Francisco, CA 94111
415/788-4725
Attn: Dan Pratt / Branch Manager

Up to \$1650/mo to start DOE/DOQ, plus medical insurance after 3 mos. Call for appt or apply in person. Conduct evening & weekend inspections of client facilities and train new security officers in duties. Advancement potential. 40-48 hrs/wk plus overtime; must be available midnight-8am. One of the United States' largest, most successful contract security guard services has 40 offices nationwide. Requires security and/or supervisory experience, own transportation, and in-home telephone. Good written & verbal communication skills a must.

Mechanical/
Service & Repair

AGRICULTURAL EQUIPMENT MECHANIC

Gordon Hansen Company Limited
P.O. Box 667
Rio Vista, CA 94571
707/374-6345
Attn: Stan

Top pay plus fringe benefits. Call for more information. Work on agricultural equipment hydraulic systems and drivetrains, both in-shop & on-site. Full-time schedule to be discussed. Agricultural equipment servicing company requires at least 5 yrs drivetrain & hydraulic system experience. Case or International Harvester training preferred.

Instead of brooding over your troubles, try making something good happen for someone else. You'll feel uplifted... and so will they.

ALIGNMENT / BRAKE MECHANIC

Bob's Tire Center
614 Walnut Street
Red Bluff, CA 95080
916/529-1612
Attn: Bob

\$6/hr + commission (12% of net labor), uniforms and 1 wk vacation after 1 yr. Call for appt. Perform complete brake jobs (drum & disc brake systems) and tire alignments using own tools and company's modern equipment. Full-time position; hrs & days to be discussed at interview. High customer turnover shop is located in a city with a small-town atmosphere and a low cost of living. Must have some experience in alignment & brake work and ability to work quickly & efficiently.

APPLIANCE TECHNICIAN

ADJ Appliance
1622 East Mission Road
Fallbrook, CA 92028
619/723-9090
Attn: Patty / Owner

\$7-10/hr plus benefits after 90 days; vacation, sick pay, life ins, and retirement after 1 yr. Call for appointment. Perform in-home repairs on washers, dryers, stoves & refrigerators. Hrs 8-5 Mon-Fri. Household & commercial appliance service is located in North San Diego County. Requires min 3 yrs appliance repair experience, DMV printout, and own basic tools. Only experienced technicians need apply.

AUTO BODY & PAINT JOURNEY-PERSON

City Towing & Body Shop
1105 East Williams Street
San Jose, CA 95116
408/297-2212
Attn: J.R. / Owner

Base rate of \$10/hr DOE/DOQ. Call for appt. RTJJ. This established independent towing & body shop seeks an experienced body and paint person who can prepare paint, repair and restore damaged cars & trucks. Hrs 8-5 Mon-Fri. Requires 4 years auto body & paint experience. Must have own tools.

AUTO GLASS INSTALLER

Classic Glass Company
917 Water Street
Santa Cruz, CA 95062
408/426-3675
Attn: David Rasmussen / Owner

\$7-10/hr DOE. Call for more information or apply in person; RTJJ. Install windshields and other glass products in automobiles & trucks. May lead to management position. Hrs 8-5 Mon-Fri. Well-established, growing company in operation since the 1930s, has 8 employees. Requires minimum 1 yr experience as auto glass installer. Must have good communication skills. EOE

Don't limit job possibilities by defining yourself in the narrow terms of a job title. Instead, think of yourself in terms of skills and functions. A teacher, for example, is a person who plans, organizes, schedules, assigns, writes, explains, motivates and has in-depth knowledge of a subject. Some jobs other than teaching that utilize these skills are administrative and management positions, sales positions and customer service or customer liaison.

AUTO GLASS MECHANIC

Western Mobile Glass
840 Barstow
Clovis, CA 93612
209/299-0771
Attn: Tony Flores

\$7-10/hr CJE plus full medical, dental & life insurance. Call for appointment; RTJJ. Install windows in cars & trucks. 40 hrs/wk (between 4-6 days). Glass company has been in business since 1975. Must be dependable and have 3-5 yrs auto glass installation exp, own tools, CDL, and DMV printout.

AUTO TECHNICIANS (2)

Greenwood Pontiac / GMC
7255 East Firestone Boulevard
Downey, CA 90241
213/928-3333
Attn: Larry Vaughn / Service Manager

\$11-18/hr DOE/DOQ, plus 1 wk vacation after 1 yr (2 wks after 2 yrs), holidays, medical, dental & life ins, and profit sharing after 60 days. Send references or apply in person; RTJJ. Perform light repairs of vehicles including engines, electrical, and some used car reconditioning. Hrs 8-5 Mon-Fri. Large dealership has been in business 10 yrs. Requires auto repair experience, CDL, and own tools. Must be loyal & hardworking. ASE & GM training certificates preferred. Smog certificate a plus. Must have right to work. EOE M/F/V

Machine Shop
Foreman

Nevada manufacturing firm needs person with background that includes experience in manual and CNC-type machine tools and ability to direct the efforts of a shop involved with precision, high quality parts.

Send resume with salary history in care of Human Resources Dept
P.O. Box 3690
Carson City, NV 89702.

AUTOMATIC TRANSMISSION REBUILDER

Dura-Bilt Sonora Transmissions
12940 Sanguinetti Road
Sonoma, CA 95370
209/532-1344
Attn: Gary or Bob

Salary DOE, plus 1 wk vacation and Kaiser medical & dental insurance available. Call for appt or more info. Conduct all phases of automatic transmission rebuilding; including tear-down, replacement & repair of components, and assembly using own hand tools and shop tools. Full-time, Mon-Fri. 19-yr-old auto shop specializes in selling rebuilt transmissions to transmission shops & dealers. New shop with good working conditions is located in a beautiful mountain community above the fog and below the snow. Requires 2-5 yrs transmission experience and own tools. EOE

"Leadership: The art of getting someone else to do something you want done because he wants it too."

- Dwight D. Eisenhower

AUTOMOTIVE TECHNICIAN

Autostart European
2920 Arden Way, Unit M
Sacramento, CA 95825
916/484-6796
Attn: Jonathan

Commission on all work (\$15-17/hr flat rate) plus medical insurance and 1 wk vacation after 1 yr. Send resume or apply in person. Perform major & minor repair of German automobiles. Hrs 8-5 Mon-Fri. Clean, fast-growing 5-person shop has a nice atmosphere and emphasizes quality work. Requires own tools and at least 8 yrs experience with German cars, emphasizing Mercedes-Benz.

McLAUGHLIN



AUTOMOTIVE TECHNICIAN

McLaughlin Ford
1650 Grass Valley Highway
Auburn, CA 95603
916/823-6591
Attn: Larry Steuckrath / Service Manager

\$14/hr flat rate plus holidays, medical/dental insurance, 1 wk vacation after 1 yr (2 wks after 2 yrs), pension, and profit sharing. Call for more information or send resume. Perform diagnostic testing & repair of electronic systems including electronic engine controls (EEC) on Ford cars & trucks. Hrs 8-5 Mon-Fri. Located 'above the fog' in the beautiful Sierra Nevada foothills, well-established dealership has a service department with a low turnover rate. Requires class A smog cert, EEC training, minimum 5 yrs Ford experience, and diagnostic abilities. ASE cert and Jeep Eagle exp a plus.

CAR AUDIO TECHNICIANS (2)

Al & Ed's Auto Sound
1171 North Tustin Avenue
Orange, CA 92667
714/771-1188
Attn: Phillip Goldstein / Custodian

\$275/wk draw DOE/DOQ, plus 33% commission on labor; 1 wk vacation after 1 yr; holidays and sick leave after 90 days. Call for appointment or send resume; RTJJ. Install security, audio, stereo, cellular phone & amplifier systems, and perform electronic troubleshooting (req some lifting up to 30lbs). Hrs 9-6 Mon-Fri & 9-2 Sat. Established in 1954, company now has 23 shops. Requires HS diploma, background in car audio systems installation & troubleshooting, and CDL. Must be motivated, hardworking, and enthusiastic. EOE M/F/V

AUTO-CHLOR

Service Technician/
Installer

Auto-Chlor, a national dishwasher company, has an immediate opening for a person to install, maintain & refurbish commercial dishwashing equipment. If you are well-groomed, have a good DMV record, and possess a solid mechanical background with experience in light electrical and plumbing of copper pipe... we are looking for you!

Good compensation package includes:
• Medical & dental insurance
• Profit sharing

Please send resume to:
Personnel
1560 Julesse Ave, Suite J
Sacramento, CA 95815

ELECTRICAL & MECHANICAL TECH (PT)

University of California
Agricultural Engineering Department
Davis, CA 95616
916/752-0531
Attn: Employment Ofc. TB 122 (VL #1419)
\$2470-2932/mo. Call between 10-2 Mon-Fri for
app materials; apply by 12/14. Perform elec-
trical support svcs including motor selection &
installation, selection & use of relays & motor
starters, transformer selection & wiring (AC &
DC circuits), and design/fabrication of control
boxes for complex machine op; other duties
include welding, sheet metal layout & fabrica-
tion, shop & research equipment repair &
maintenance, machining, assisting with student
design/research projects, and limited mobile
equipment operation. PT. Requires demon-
strated ability to perform above duties. AA/EOE
F/M/H

ELECTRONICS REPAIR TECHNICIAN

Hi-Tech Unlimited
4777 North Blackstone
Fresno, CA 93726
209/224-4444
Attn: Front Desk
Salary DOE (paid weekly) plus medical & dental
insurance, vacation, sick leave and store dis-
counts after 90 days. Call for information and/or
application and schedule interview.
RTJJ. Previous work experience references
required. Hi-Tech Unlimited is a computer &
electronics store. Hrs 10-6 Mon-Fri. Requires
varied background in electronics related to
burglar alarms, multi-line telephones, IBM PC
computer repair, and coin-op video games (e.g.
Pacman). Minimum 3 yrs experience in elec-
tronic repair a must.

Put your goals in writing. It's
one of the best ways to keep
your time and energy focused.

MACHINIST / MECHANIC

Gordon Hansen Company Limited
P.O. Box 667
Rio Vista, CA 94571
707/374-6345
Attn: Stan
Good pay DOE, plus fringe benefits. Call for
more information. Work on gas and heavy-duty
diesel engines on-site and in the shop. Full-
time schedule to be discussed. Agricultural
equipment service company requires at least 5
yrs experience rebuilding cylinder heads for all
engine makes.

MAINTENANCE MECHANICS (4)

Guardian Industries Corporation
11535 East Mountain View Avenue
Kingsburg, CA 93631
209/896-6400
Attn: Personnel or Employee Relations
\$11.78/hr plus medical, prescription, dental,
life & disability insurance, retirement and
savings plan. Bonuses for safety, attendance &
plant performance given. Apply in person or by
mail; RTJJ. Applications reviewed before appt.
Troubleshoot & repair industrial & electrical
machines; and perform welding & fabrication in
a modern float glass manufacturing plant. FT.
rotating shifts. Req 5+ yrs experience in
industrial maintenance and other related fields.
HS diploma or equivalent a must.

university honda automobiles

MECHANIC / SHOP FOREMAN

University Honda
4343 Chiles Road
Davis, CA 95616
Attn: Gene
Up to \$7/hr plus vacation, holidays, sick leave,
profit sharing, and medical/dental & life insur-
ance. Apply in person. No phone calls. Long-
term, solid, family-oriented dealership, located
in a valley university community close to
Sacramento, seeks individual to oversee me-
chanics & equipment and fill in for service
writer when necessary. Full-time, Mon-Fri 8
hrs/day (depending on need). Requires Honda
factory training and smog & brake license.

CAMINO CAMPER

RV MECHANIC

Camino Camper
25899 Dollar Street
Hayward, CA 94544
415/582-8711
Attn: Ron
Salary DOE, + 6 holidays, 5 days vacation
after 1 yr (2 wks after 2 yrs), and medi-
cal/dental, vision & life ins. Call for appt.
Perform major & minor service/repairs on
recreational vehicles (coaches & trailers) in-
cluding plumbing, carpentry, installations, body
& electrical work, and minor engine work
(spark plugs, belts, etc). Hrs 8-4:30 Mon-Fri.
"The world's largest RV dealer," in business 18
yrs, promotes from within the svc dept. Req
DMV printout (must have good driving record).
CDL & hand tools. Prefer min 3 yrs journey-
level exp, but will consider an energetic
apprentice mechanic with some exp.

Hanging On Every Word

THE ART OF EFFECTIVE LISTENING

by JoAnn Larsen, D.S.W.

Absolute listening. Why not try it sometime.

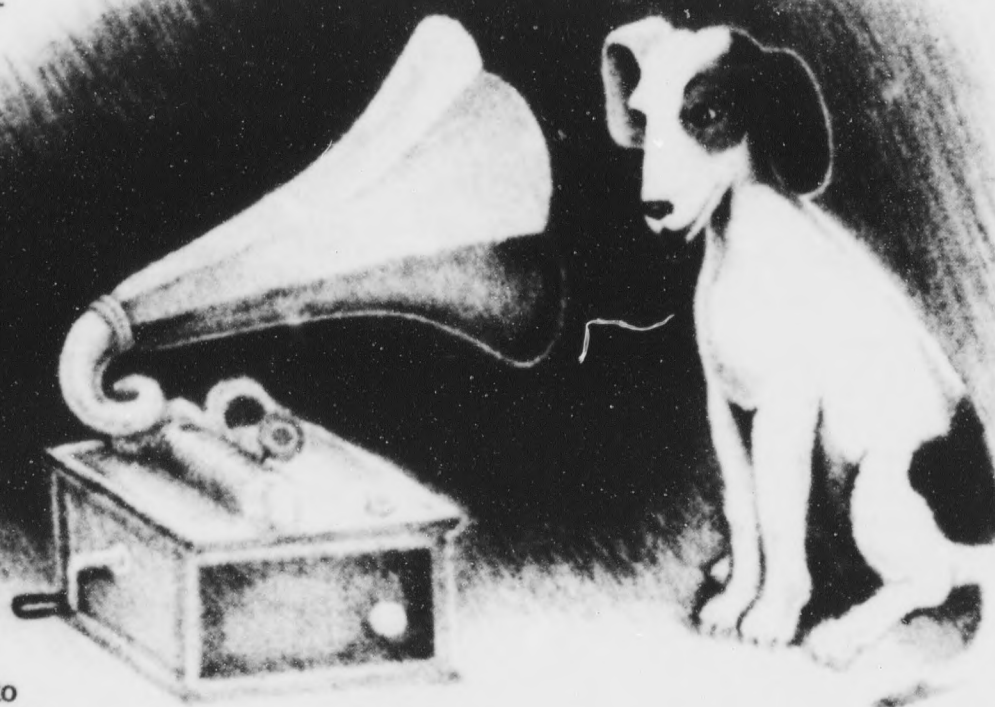
Follow what someone is saying to you
without interrupting, giving advice,
introducing new topics, or mix-
ing in any of your own
ideas. Instead, focus on
repeating back the other
person's points, step by
step, as you under-
stand them. You may
find it amazingly
hard to do.

Although we'd all
like to think of our-
selves as good listen-
ers, the fact is that
most of us are not.
Why? For one reason,
we speak at about 120
to 180 words per minute
and think at four or five
times that rate. At that
speed, our minds wander and
we probably only tune into
about half of what other people
say to us. For another reason, most
of us are usually preoccupied with
what we're going to say next—
rather than with listening to what
another person is saying.

As if that weren't enough, most
of us typically respond in yet other
ways that keep us from listening.
Though well-intentioned, we ac-
cuse, criticize, judge, blame, ana-
lyze, moralize, and use other "feeling-blockers" that trigger defensive-
ness, resistance, and resentment. Sadly, we often get in our own way
of understanding others without knowing how it happens.

Just as not listening can impair relationships, so can repeated acts
of careful listening open up marvelous new possibilities in relating to
others. Through listening, we find the richness in others and share
their deeply personal experiences. We also escape the isolation of
our separate selves and enter into the warm circle of love and
friendship. And we come to know the difference we make to others
and they to us.

If listening is so vital, how can we improve our ability to tune into
others' inner experiencing? Here are strategies that can help:



Just as not listening can impair
relationships, so can repeated acts of
careful listening open up marvelous
new possibilities in relating to others.

- ◆ Allow others the room to have val-
ues, opinions, and behavior that you
don't share or endorse. At the
heart of listening is listening to
learn, not to agree or disagree.
- ◆ Listen with your whole self.
Show you're actively listening
through eye contact, an en-
couraging nod of the head,
and attentive posture. Block
out distractions that prevent
you from giving your full
attention to the speaker.
- ◆ Think of yourself as a
receiver. In the process
of listening, you simply
receive what another
person says — you don't
try to fix, change, im-
prove, or add to it.
- ◆ Help draw the other
person out by using
prompts or invitations to
talk like: "Tell me more,"
"Please go on," or "I'm inter-
ested in hearing what you have
to say."
- ◆ Show you understand exactly
by giving responses that get at
the personal meaning another
person wanted to put across.
Try to find the point of what
the other person is saying, say it
back in fresh words, and let him
or her correct or add to it until

you know you have it right. Then go on to the person's next point.

- ◆ Don't be afraid to admit you don't understand. If you get mixed
up or lost, stop the person and ask for clarification — "I think I
understand _____ but I don't understand what you meant by _____."
Assisting you to understand will usually help the other person clarify
his or her own feelings.
- ◆ Read between the lines for what is left unsaid in most messages —
the inner feelings and thoughts that words often hide. Behind the
angry complaint, "Why didn't you pick me up sooner?" for example,
may be the message, "I had a terrible day at work and I'm ready to
explode." To increase your sensitivity to these hidden messages,
always keep in mind the question, "What would I be feeling if I were
saying and doing these things?"
- ◆ Use the formula, "You feel _____ because _____" to help you learn
to formulate effective listening responses. If a friend says, "I can't
believe how much work my boss gave me, for example, you might
respond, "You feel overwhelmed because you've got so much to do."
Once you get the idea of how to listen, vary your responses by
putting them into conversational language that fits your personality.
- ◆ Don't be alarmed at the intense feelings people may express.
Encountering a person who will truly listen is a rare occurrence for
many people who may have stored feelings for days, weeks, or even
years. After releasing their feelings, people are usually then ready to
sort through and deal with their problems.
- ◆ Take turns listening. Agree in a relationship that it's important to
be heard and that it's okay to make the request, "Would you be
willing to listen to me for a minute?" Then suggest, "After that, I'll do
the same for you."
- ◆ Remember — one of the nicest gifts you can give another person
is a heavy dose of listening, because — if you sum it all up — listening
is loving!

Dr. Larsen is a marital and family therapist practicing in Salt Lake City.

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REPAIR TECHNICIAN / MANAGER

Television Repair
P.O. Box 648
West Sacramento, CA 95691
Attn: Keith Nelson
\$1800-3000/mo DOE/DOQ; medical/dental in-
surance available. Send resume; RTJJ. 4-
person West Sacramento-area television repair
shop offers a management position with excel-
lent working conditions. Diagnose & repair
color TV sets, microwaves, stereos, and VCRs;
calculate repair estimates; and manage shop.
Hrs 9-6 Mon-Fri. Requires shop management
and TV/VCR/stereo repair service experience.

STEREO/VCR TECHNICIAN (part-time)

Paradise Sound
860 South Winchester Boulevard
San Jose, CA 95128
408/246-2446
Attn: Warren or Andrea / Owners
\$8/hr and up DOE/DOQ. Call for appt or apply
in person and furnish resume; RTJJ. Repair
home & car stereo equipment, VCRs and
camcorders. PT position with potential to
become FT. This is an electronics service
center now expanding into sales of home & car
stereos, electronics, and accessories. Office
hours 10-6 Mon-Fri, 20-30 hr workweek. Req a
HS diploma and own car. Prefer 3 yrs exp in
factory-trained electronics.

RV TECHNICIANS (2)

Almaden RV
1569 Almaden Expressway
San Jose, CA 95125
408/289-9442
Attn: Kathy or Don
\$9-12/hr DOE. Apply in person or call for appt.
RTJJ. Duties include all phases of service &
repair for all types of recreational vehicles,
motor homes, campers, and trailers. Almaden
RV is solely an RV service & repair shop. FT.
8-4:30 Mon-Fri. Req at least 2 yrs exp servicing
RVs.

TIRE & WHEEL Emporium

TIRE INSTALLER

Tire & Wheel Emporium
6448 Franklin Boulevard
Sacramento, CA 95823
916/424-4700
Attn: John
Salary DOE; benefits possible at a later date.
Apply in person. Install tires & wheels on cars
& trucks using pneumatic guns. 30 hrs/wk,
starting at 8:30am Mon-Sat. Retail store sells &
services tires & wheels for cars & trucks.
Requires at least 1 yr experience installing
tires including custom wheels (aluminum &
spokers). Must have complete knowledge of
tire/wheel mounting and be quick & efficient.



Medicine/ Health Care



PRATHER METHODIST MEMORIAL HOME

ADMISSIONS / SOCIAL SVCS COORDINATOR

Prather Methodist Memorial Home
508 Westline Drive
Alameda, CA 94501
415/521-5765
Attn: Dudley Thompson / Administrator
Negotiable salary DOE, plus excellent benefits including vacation, holidays, sick leave, and medical/dental & vision insurance. Send resume. Seeking an effective person to coordinate & provide outreach, social services, and do admissions & discharge planning work. Full-time, Mon-Fri. 140-bed nonprofit SNF is part of California-Nevada Methodist Homes. Prefer bachelor's degree in social work, social sciences and/or related field, and experience in LTC.

THINGS ARE LOOKING UP..

GUARDIAN

Foundation, Inc.

ASSISTANT DIRECTOR OF NURSING

Medical Hill Nursing Center
475 29th Street
Oakland, CA 94609
415/832-3222

Attn: J. Burdette / Director of Nursing
Competitive salary plus excellent benefits. Send resume. Seeking an RN for our rehab-oriented skilled nursing facility with a large Medicare unit. Work directly under DON, schedule & supervise nursing staff, and assist with Medicare unit & billing. Full-time, day shift. Center is an Alta Bates skilled nursing facility and offers excellent potential for motivated, serious nursing professionals. Requires RN license. EOE M/F/H

CNA / NA (on-call)

Heritage Convalescent Hospital
5255 Hemlock Street
Sacramento, CA 95841
916/331-4590
Attn: Marie Hansen

Salary to be discussed, plus good benefits package. Call for appt or apply in person. Provide general patient care and ensure that quality service is given to all patients. On-call position. 99-bed skilled nursing facility, part of Sierra Medical Enterprises, is located by American River College. Great potential for advancement in our large corporation. No experience necessary. Certification provided in-house. Will train!

Follow up on job leads without delay. Even if you learn of an opening late in the day, you should call the firm immediately to arrange an appointment. Waiting until the next day may be too late!

CNAs

Gardens Skilled Nursing Facility
Sacramento, CA 95825
916/927-1802
Attn: Betty

\$5.26/hr (CNA) or \$5.06/hr (non-certified). Call for appt or more information. Responsible for ensuring quality care for all patients and assessing their personal needs. You will be needed to help 56 developmentally disabled young adults. Approved certification and in-service programs available during working hrs. Full-time, all shifts available (flexible hrs & days around your schedule). Must be motivated, caring, and willing to learn. CNA certification preferred, but not mandatory. Will train!!

CNAs

Pittsburg Care Center
535 School Street
Pittsburg, CA 94565
415/432-3831
Attn: Front Office

\$4.99/hr plus great benefits! Call for appt or apply in person. Seeking motivated, career-oriented individuals who will be an asset and delight to our patients & staff. Administer general patient care, assessing patients' needs and personal hygiene. Located east of Concord, privately owned 49-bed SNF offers great advancement opportunities for professionals who provide quality care and have team spirit. Full or part-time AM/PM shifts (all shifts available); flexible scheduling to fit your needs. Requires CNA license. New graduates welcome!

CNAs

Orangevale Convalescent Hospital
9260 Loma Lane
Orangevale, CA 95662
916/988-1935
Attn: D.O.N.

\$4.98/hr (non-certified), \$5.18/hr to start (CNA); plus 1 wk vacation and sick leave. Apply in person or call for appointment. Be in charge of general patient care and perform various related duties. Full-time day shift (6-2 or 7-3) or part-time relief shift (2 nights/wk). Privately owned, 25-bed SNF has a pleasant home-like environment and great working conditions. Requires nursing assistant experience, motivation, and the ability to work well with others. Certification preferred.

PHYSICIAN

The City of Isleton seeks a physician to establish a private practice in the Delta. Furnished office located in Isleton.

Contact: City Clerk
P.O. Box 716
Isleton, CA 95641
(916) 771-6082

CNAs

Casa Coloma Health Care Center
10410 Coloma Road
Rancho Cordova, CA 95670
916/363-4843
Attn: Mrs. Millermon

Salary commensurate with experience, plus vacation, holidays, and medical/dental & life insurance. Call for appt or apply in person. Provide general patient care for 138-bed skilled nursing facility with a friendly staff and home-like environment. Great advancement opportunities for those with the initiative & motivation to ensure quality care. Full or part-time flexible positions to fit your schedule; all shifts available. Nursing assistant certification preferred. We offer classes and accept individuals who want to learn and show a desire to work as nursing assistants.

CNAs

Mission Boulevard Convalescent Hospital
3865 Mission Boulevard
Fremont, CA 94536
415/793-3000
Attn: Lynn / Director of Nursing

Competitive salary plus vacation, holidays, sick leave, Kaiser medical plan, and dental insurance. Call or apply in person. Responsible for providing an assigned caseload with quality patient care during your chosen shift. Full & part-time and on-call positions; all shifts available. 73-bed, privately owned SNF has a team-oriented environment; a supportive, friendly staff, and prides itself on administering quality care and giving the best every day. Certification required. New graduates welcome!

ARA LIVING CENTERS

CNAs / NAs / UNIT AIDES

Driftwood Convalescent Hospital
1850 East 8th Street
Davis, CA 95616
916/756-1800
Attn: Pat Foster

Competitive salary (new wage scales!) plus excellent benefits including vacation, holidays, sick leave, medical/dental insurance, and bonus pay. Call for appt. Seeking caring individuals to join our friendly nursing team and provide direct patient care. Full & part-time and on-call positions available; day & PM shifts in a pleasant environment. 124-bed SNF is part of a large long-term care chain. No experience needed; certification not necessary; will train. Housewives & retirees encouraged to apply! EOE

COUNSELORS (3)

Savage & Taylor Associates
900 5th Avenue, Suite 202
San Rafael, CA 94901
415/454-5903
Attn: Pat or Darrell

\$12,500-17,000/yr DOE/DOQ. Xint bft pkg available immediately upon hire. Call for appt & info or send resume; RTJJ. Train developmentally disabled adults for innovative Marin County agency providing specialized residential & day services. Work in home & community setting to facilitate daily living activities including recreation, domestic management, and community integration. FT & PT positions avail w/ flexible scheduling, shift work, and/or overnight stays. Must be responsible, reliable & enthusiastic. 1+ yrs exp w/ developmentally disabled population and CDL preferred. Ongoing training provided.

Sacramento Mental Health Center

Seeks a FT licensed clinical social worker or marriage, family, and child counselor for lead worker position. Position available in the crisis unit on the NOC shift.

\$15.33/hr + differentials & benefits.

Contact:

Mike Gilmartin
2150 Stockton Blvd
Sacramento, CA 95817
(916) 732-3637

Ross Hospital

92-bed facility located in the beautiful redwoods of Northern CA is currently recruiting for the following positions:

- Psychiatric Technicians - Must be licensed with acute adolescent inpatient experience.
 - Mental Health Workers - Req acute adolescent inpatient exp.
- Competitive salary plus benefits package provided.

Contact: Mary Martin - Director of Nursing
1111 Sir Francis Drake Blvd
Kentfield, CA 94904
(415) 453-7800

Call between 9 am - 12 noon

PROVIDENCE HOSPITAL OAKLAND

CONTINUITY OF CARE MANAGER

Providence Hospital
3100 Summit Street / P.O. Box 23020
Oakland, CA 94623
415/874-8090
Attn: Personnel

Salary DOE/DOQ. + xint benefit pkg. Send resume. Seeking a dept manager to direct the ops of a newly created continuity of care dept. Supervise 3 discharge planners; and have responsibility, authority & accountability for the dept's other duties, including policy development and patient evaluations & assessments. FT position. 214-bed acute care hospital is committed to providing the highest quality health care avail. Requires BSN & PHN degrees, current RN license; 2 yrs acute care, 2 yrs discharge planning, and 1-2 yrs recent mgmt exp; and knowledge of community resources & govt agency regulations. EOE

COUNSELORS (6)

Willow Creek Residential Center
341 Irwin Lane
Santa Rosa, CA 95401
707/576-7218
Attn: Annette or Linda

\$6/hr + medical/dental & life ins avail (to be discussed). Call for appt or send resume & refs. Counselor for SED (severely emotionally disturbed) adolescents, male/female, ages 12-18; work with clinical psychologist. Relief to FT, all shifts avail. Residential treatment center works with SED youths. Requires ability to set firm limits and work in a structured setting; good communication skills; dependability; and DMV printout. Exp with SED children preferred. Counseling exp (alcohol, substance abuse, & abused women/children) a plus. MFCC hrs avail. Students can schedule around their classes.

DENTAL HYGIENIST (part-time)

Brian Wahle, D.D.S.
3434 Villa Lane Suite 180
Napa, CA 94588
707/224-3148
Attn: Mary / Office Manager

\$150+/day (negotiable) or percentage of all patients charges (depends on individual preference). Call for appt and have resume & refs ready; RTJJ. 15-yr-old private dental office has 3 employees and seeks individual to clean & X-ray patients' teeth (12 patients/day average). Ideal position for person who likes working in a small, close-knit atmosphere. PT, Thu only, 8:30-5. Req X-ray license and state board certification as hygienist. Must be outgoing, dependable, and professional in appearance & manner. Recent grads welcome. US citizenship required. AA/EOE

When constructing a resume, remember that it should be a focused summary of your qualifications for the particular position you're seeking.

DENTIST (part-time)

Alpine Dental Care
1160 Arnold Drive, Suite G
Martinez, CA 94553
415/372-7100
Attn: Dagmar Weissenborn

Negotiable salary per day. Call for more information. Perform crown & bridge work, root canals, extractions, and other work. PT hrs as needed; can become full-time (office hrs are 12-9 Mon, Tue & Thu; 8-5 Wed; and 8-4 Sat). Large, growing dental practice (opened 6/88) offers quality care. Requires dental license, 3+ yrs experience, and proof of malpractice insurance. Must be a caring individual. EOE

eskaton

DIRECT CARE STAFFMEMBERS

President John Adams Manor
4256 Fruitridge Road
Sacramento, CA 95824
916/427-0592
Attn: Steve Andrews

\$4.63/hr plus bfts for FT & PT staff, including medical/dental/vision & life ins, pension plan, 2 wks vacation, 9 holidays, and sick leave. Call or pick up application in person, 9-3 Mon-Fri, RTJJ. Train developmentally disabled adults in personal, recreational & occupational therapy skills, encouraging independent living. Filling job for those interested in helping others. FT, PT & on-call; AM, PM & night shifts available. ICS/DD/H facility serves DD adults (ages 18-70) in two South Sacramento homes. Requires ability to read & write. Prefer understanding of developmental disabilities. EOE

CareWest

DIRECTOR OF NURSING

Care West Manzanita
300 Cherry Creek Road
Cloverdale, CA 95425
707/894-5201
Attn: Monica

Competitive salary DOE, plus excellent benefits including vacation, holidays, sick leave, and medical/dental insurance. Send resume. 72-bed SNF, located in a lovely rural community, has a great reputation for providing quality patient care and seeks a caring professional to join our supportive nursing team. Full-time position, Mon-Fri. Requires Calif RN license. Prefer DON & long-term care experience, and supervisory skills. EOE

Baycrest NURSING CENTER

DIRECTOR OF NURSING

Baycrest Nursing Center
2140 Vale Road
San Pablo, CA 94806
415/235-1052
Attn: Mrs. Ewing

Competitive salary commensurate with exp. + xint bfts including vacation, holidays, sick leave, and medical/dental ins. Call for appt/more info or send resume. Team leader position in charge of overall supervision of nursing staff in a challenging atmosphere. Full-time, days. 57-bed, privately owned SNF is under new ownership and lives up to a reputation for quality patient care. We offer flexible working conditions and the independence you've always dreamed of in a nursing career. Req Calif RN license, marketing ability, and good communication & interpersonal skills. Knowledge of Title 22 & Medicare a plus.

EMTs / PARAMEDICS

Yolo Ambulance
P.O. Box 1776
Woodland, CA 95695
916/662-1774
Attn: Personnel Manager

Competitive salary plus xint benefits including vacation, holidays, sick leave, and medical, dental & vision ins. Call for appt or send resume. Join a growing, private ambulance service located in Yolo County. Respond to medical emergencies (911 & private transports); urban & rural response is 10 calls per day. Full-time, 10 shifts per month. Must be CA certified and have a clean DMV record. Will provide assistance for cross certification. EOE

EMPLOYMENT OPPORTUNITIES

Mare Island Naval Shipyard currently has immediate openings in the following positions:



WELDERS SHIPFITTERS

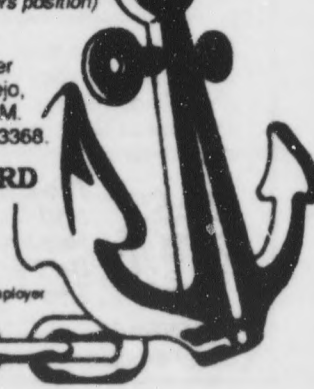
(Steel worker experience will be considered for shipfitters position)

Applications are available at Mare Island Naval shipyard employment office located on the corner of Tennessee Street and Wilson Avenue in Vallejo, CA between the hours of 7:30 A.M. and 3:30 P.M. Monday through Friday, or by calling (800) 621-3368.

MARE ISLAND NAVAL SHIPYARD

Industrial Relations Office
Recruitment Branch, Code 170.2
Vallejo, CA 94592

U.S. Citizenship Required - An Equal Opportunity/Affirmative Action Employer



GUARDIAN

Foundation, Inc.

DIRECTOR OF STAFF DEVELOPMENT

Medical Hill Nursing Center
475 29th Street
Oakland, CA 94609
415/832-3222
Attn: J. Burdette / Director of Nursing
Competitive salary plus excellent benefits. Send resume. Seeking an RN or LVN for our rehab-oriented skilled nursing facility which has a large Medicare unit. Work directly under the DON, training staff members to ensure quality patient care. Full-time day shift. Alta Bates SNF offers excellent growth potential for motivated and serious nursing professionals. Requires thorough knowledge of Title 22 as it relates to staff development. Teaching experience a plus. EOE M/F/H

LVN

Carrington Convalescent
5320 Carrington Circle
Stockton, CA 95210
209/473-3004
Attn: Director of Nursing
Salary DOE, plus full benefits including vacation, holidays, sick leave, and medical insurance. Call for appointment. Join our friendly nursing team and provide quality care to all our patients. Full-time position; night shift Sun-Thur. 99-bed SNF is located in the San Joaquin Valley and has a supportive, team-oriented nursing staff. Requires Calif LVN license. New graduates welcome! EOE

LVN / LPT

Sacramento Mental Health Center
2150 Stockton Boulevard
Sacramento, CA 95817
916/732-3639
Attn: Bob Jones or Mike Gilmartin
Excellent salary plus benefits. Call for more information or send resume. Mental health facility, located in the heart of Sacramento, seeks experienced LVNs & LPTs for permanent county positions in our crisis unit & inpatient department. Responsible for hands-on assessment & treatment of acute psychiatric patients. Full & part-time positions; all shifts available. Requires Calif LVN/LPT license.

Environmental Positions

McClellan Air Force Base, Sacramento, CA. The directorate of environmental mgmt has vacancies in civilian positions related to environmental protection; such as hazardous waste, pollution control & abatement, and environmental impact analysis processes.

- ◆ Environmental Protection Specialist
- ◆ Environmental Engineer
- ◆ General Engineer
- ◆ Industrial Hygienist

Starting Range: \$17,636 - 42,159 per annum. BS/BA in above areas required for entry levels. 2-4 years exp in field required for higher levels.

Contact:

Jan Powers SM-ALC / DPCSC
McClellan AFB, CA 95652-5990

Telephone: (916) 643-4243

On Your Way UP... with the Coast Guard!

Women and men. You've got what it takes. Confidence. Basic skills. The desire to succeed. That's why you should check out a career with the Coast Guard.

Earn while you learn a valuable skill. Qualify for outstanding benefits:

- ◆ Excellent pay
 - ◆ 30 days paid vacation per year
 - ◆ Travel
 - ◆ Educational benefits
 - ◆ Full medical and dental coverage
 - ◆ Promotions
 - ◆ And much more.
- No experience necessary.

The challenges and rewards are unbeatable. If you're between 17 and 27 and have a high school diploma or GED, call collect for more information.



The Coast Guard
and Coast Guard
Reserve...
Be Part Of
The Action!

Sacramento (916) 962-3942
San Francisco (415) 992-9930

Many people have found the military a satisfying career option. For others, military life is unsatisfactory, but for some young people (and even for some career changers) who need to obtain training and gain experience, the armed forces offers a viable alternative to unemployment or underemployment.

You have the option of choosing from five different armed services: the Army, Navy, Air Force, Marine Corps, and Coast Guard. (The Coast Guard functions under the Department of Transportation during peacetime. During wartime it functions under the auspices of the Navy.)

Although the main purpose of the armed services is to provide for national defense, very few personnel are actually involved in ground combat functions. For example, approximately fifteen percent of the uniformed personnel in the Army have combat functions... the percentage is even lower in the Air Force. This is a result of technological advances. It is also partly due to the fact that the armed forces are all such large organizations that they are, in effect, societies in and of themselves. As such, these defense entities need a diversity of services... just as the civilian population does. Hence, most military personnel are employed in jobs that provide the services that keep the armed forces operating.

Military personnel may hold such noncombat jobs as accounting clerk, typist, computer operator, or teacher. They may be electricians or mechanics specializing in such areas as aircraft, automotive, or precision equipment repair and maintenance. Or they may specialize in the repair and maintenance of various other types of electrical or mechanical equipment.

Military personnel may provide services as cooks or military police; or they may be involved in buying and receiving goods, or in storing and issuing equipment and supplies. They may be electronic equipment repairers and may repair radar or nuclear weapons equipment, to name just two possible specialties in this area. Communications and intelligence personnel work in such fields as sonar and signal intelligence.

Doctors, dentists, nurses, X-ray technicians, and other medical technicians provide the needed medical services. (Professional medical personnel may qualify for direct appointment as officers.) Other specialists include photographers, illustrators, writers, drafts- persons, carpenters, and divers. These are only a few examples, but they give you a good idea of the range of possibilities and opportunities involved. Within the Navy, for instance, there are 85 basic occupational fields.

Because of the availability of both classroom and on-the-job training in most of these specialties, and because you can "earn while you learn," many decide to join the armed forces to develop marketable skills, using their stint in the service as a launching point for a career in some skill area that is in demand outside the military.

Enlistment Requirements Vary

Enlistment requirements for each of the services vary. Generally, however, you do have to pass a physical exam and you must be between the ages of 17 and 35. A high school diploma is not necessary, but is preferred, as many enlistment options are not available to those without a diploma or its equivalent. Opportunities to complete a GED (Graduation Equivalency Diploma) are made available to those who haven't completed high school.

Depending on which branch of the service you choose to join, basic training lasts anywhere from six to 11 weeks. After basic training, according to one source, "most recruits enter formal classroom training to prepare for a specialized field of work. The remainder receive on-the-job training at their first duty assignment. For those not assigned directly to schools, formal classroom training follows on-the-job training. After initial or advanced training, recruits are sent to their service assignment."

Assignments may be located anywhere in the U.S. or in many countries throughout the world where the United States has military installations. Within the continental U.S., most military personnel are concentrated in California, Texas, North Carolina, Georgia, Florida, and Washington, D.C.

Salaries, according to the Department of Defense, range from approximately \$7,448 to \$31,111 annually for enlisted personnel. Benefits for the military are excellent and include retirement benefits, 30 days vacation a year, a full range of medical benefits, a clothing allowance, legal assistance, financial counseling, the availability of a variety of recreational facilities, and, of course, educational benefits (some of which have already been covered).

Enlistment vs. Commission

Those wishing to make the military a career may do so either by enlisting and working in one of the skill areas listed above until retirement age, or by building a career as a commissioned officer. For the latter, you must receive training through the Reserve Officer Training Corps (ROTC), Officers Candidate School (OCS), military academies, or other similar programs.

Military academies were originally developed to teach military tactics and strategies and the use of weapons that were related to wartime activity. Today, however, these academies teach those subjects and more. They provide full four-year degree programs. The four major military academies in the U.S. are the United States Military Academy at West Point in New York; the United States Naval Academy in Annapolis, Maryland; the United States Air Force Academy in Colorado Springs, Colorado; and the United States Coast Guard Academy in New London, Connecticut.

Those interested in pursuing an education in one of these military academies must receive a nomination by an "authorized source" (usually a member of Congress). The exception to this rule is the Coast Guard Academy. Requisites include above-average academic record, recommendations from high school officials, and ability to pass a physical exam.

Each branch of the armed forces maintains local recruiting offices. Contact the one nearest you for more information on careers, options, and opportunities in the military.



The armed forces are all such large organizations that they are, in effect, societies in and of themselves.

PUT YOUR DEGREE TO WORK

Did you know your engineering, chemistry, math or physics degree may qualify you for selection as a Nuclear Engineering Officer?

How about using your business related or computer science degree to manage the Navy's business affairs as a Supply Corps Officer?

Whether you're looking for a stepping stone to a career in corporate America or thinking about continuing in the Navy, we have some of the best opportunities available anywhere. Openings are currently available in the following fields:

- ◆ Nuclear Engineering Officer
- ◆ Supply Corps Officer (Business Manager)
- ◆ Aviation Maintenance Officer (Aviation Business Manager)
- ◆ Intelligence Officer
- ◆ Civil Engineering Officer
- ◆ Cryptology Officer
- ◆ Oceanography/Meteorology Officer

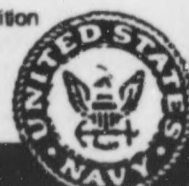
WHAT ARE SOME OF THE BENEFITS AVAILABLE TO YOU?

- ◆ \$22,500 minimum annual salary to start with full medical & dental
- ◆ SUBSTANTIAL pay increases to over \$40,000 after just 4 years
- ◆ Practical schooling in each area prior to first assignment
- ◆ Commissary and Exchange privileges

DO YOU QUALIFY?

- ◆ 2.7 GPA (cumulative)
- ◆ US Citizen in good physical condition
- ◆ 3.2 for Engineering
- ◆ Max age 28 (26 for Engineering)

To determine your eligibility and for further information, call collect Monday through Friday, 8 am to 5 pm.



(415) 452-2900

BETHESDA CHRISTIAN RETIREMENT CENTER

LVN
Bethesda Christian Retirement Center
22427 Montgomery Street
Hayward, CA 94541
415/538-8300
Attn: Director of Nursing
\$10.10-11/hr DOE, plus full benefits including vacation, holidays, sick leave, and medical/dental insurance, credit union available. Call for appt or more information. Charge duties include giving treatments to all patients and supervising nursing assistants, assuring quality patient care. Full-time night shift. 39-bed SNF and retirement center has a friendly, home-like atmosphere; supportive nursing team; great working conditions; and offers flexibility. Req LVN lic. Must be caring, motivated, and able to administer quality care. Long-term care exp preferred, but not mandatory.

LVN / RN (2, part-time)
Berkeley Pines SNF
2223 Ashby Avenue
Berkeley, CA 94705
415/843-1430
Attn: Nursing Director

Competitive salary. Call for orientation with nursing director. Ideal position for retired/semi-retired LVN/RN who wishes to maintain his/her skills! Excellent re-entry position. Administer treatments and supervise nursing assistants. PT, 2 days/wk, PM & night shifts available. 36-bed skilled nursing facility has a friendly atmosphere and supportive nursing team. Requires RN/LVN license. Must be a nursing professional who enjoys geriatric care.

To succeed... be assertive!

LVN/RN - CHARGE NURSE

Torreño Gardens Convalescent Hospital
14966 Torreño De Flores Lane
Los Gatos, CA 95030
408/356-8136
Attn: Cathie / Director of Nursing
Salary commensurate with experience + excellent benefits including vacation, holidays, sick leave, Kaiser medical, and dental insurance. Call for appt or send resume. Small, 65-bed SNF is seeking outgoing, career-minded nursing professionals to work as charge nurses supervising CNAs and administering treatments. Full-time, day shift 7:30-3:30. Requires RN/LVN license. Experience preferred.

LVNs

Lakeshore Convalescent Hospital
1901 Third Street
Oakland, CA 94606
415/834-9880
Attn: Director of Nursing
Competitive salary plus benefits. Call for appointment. Charge nurse position responsible for passing medication and administering treatments. Full & part-time positions; flexible shifting. Small 38-bed facility is family-owned & operated and has a friendly, home-like atmosphere and great working conditions. Requires LVN license and geriatric experience. Must be motivated and enjoy working with geriatric patients.

LVNs (part-time)

Plumtree Convalescent Hospital
2580 Samaritan Drive
San Jose, CA 95124
408/356-8181
Attn: Director of Nursing
\$11.50 +/hr competitive salary DOE (higher per diem rate available) plus generous benefits pkg (pro-rated depending on hrs). Call for appt. Responsible as a charge nurse for supervising CNAs and ensuring quality care for all patients. PT, nights & weekends. 76-bed, non-profit Eskaton-Guardian facility has an excellent reputation for quality care. Requires LVN license. New graduates welcome!

Mercy Medical Center

Our 200-bed acute care facility provides services to four counties: Shasta, Siskiyou, Tehama, & Modoc.

The following positions are currently available:

- ♦ RNs - Full-time & part-time
- ♦ Respiratory Care Practitioner - Full-time

We offer a competitive salary plus excellent benefit package. Call or send resume to:

Personnel Dept
Mercy Medical Center
P.O. Box 6009
Redding, CA 96099-6009
(916) 225-6136



Mercy
Medical
Center

Equal Opportunity Employer

MEDICAL BILLER

East Bay Nephrology Medical Group
14020 San Pablo Avenue, Suite A
San Pablo, CA 94806
415/235-1057
Attn: Essandra Simms / Business Manager
Negotiable salary plus vacation, holidays, sick leave, medical/dental insurance, pension & profit sharing. Call for more information. Follow claims (Medicare, Medi-Cal & ins); back up initial biller and collect from self-paid patients. Hrs 8:30-5 Mon-Fri. Large, 8-doctor practice handles office claims and hospital & dialysis charges. Requires at least 2 yrs medical billing experience. Must be organized, hardworking & people-oriented. EOE

MEDICAL TRANSCRIPTIONIST

Fairfield Medical Group
1234 Empire Street
Fairfield, CA 94533
707/426-3911
Attn: Laura Krill
Competitive salary plus excellent benefits. Call for more information. Multi-specialty outpatient group seeks individual to transcribe material for 31 physicians. FT, 8-5 Mon-Fri. position available 12/1. Must have at least 2 yrs experience. Certified medical transcriptionist preferred. EOE

NUCLEAR MEDICINE TECHNICIAN (part-time)

Valley Memorial Hospital
1111 East Stanley Boulevard
Livermore, CA 94550
415/373-4040
Attn: Steve Brooks
\$14.87-17.25/hr or \$17.54-20.40/hr per diem, plus benefits. Call for more information and/or send resume. Responsible for diagnosis & treatments in our diagnostic imaging department. Half-time position. Progressive hospital, serving Pleasanton, Livermore & Dublin, has SPECT equipment on order. Must be ARRT CNMT.

NURSES

Mendocino Coast District Hospital
700 River Drive
Fort Bragg, CA 95437
707/961-1234 x289
Attn: Personnel Department
Competitive salaries plus excellent benefits. Call for information. Nursing positions available in OR, labor & delivery, med/surg, and ICU/CCU. Full & part-time positions available; varied shifts. This 54-bed ACU provides quality care and offers a wonderful living environment on the spectacular Mendocino Coast. Must have a Calif RN or LVN license. EOE

Director of Staff Development and Education

An excellent career opportunity TO LEAD, Direct, and Coordinate in-service training, continuing education, and orientation programs for the entire nursing staff.

Req good knowledge of Title 22, possession of valid CRN license; 1 yr experience providing direct care to the aged, and experience administering educational programs in the nursing field. Also, must have good communication & interpersonal skills.

Home to over 400 adults, Masonic Home for Adults includes a 167-bed SNF, and offers wonderful working conditions, a progressive mgmt team, and is an ideal environment for dedicated geriatric professionals.

Salary commensurate with exp and/or accomplishments plus a truly excellent benefit package (including TSA plans).

Please apply in person or forward resume & salary requirements to:

Masonic Home for Adults
34400 Mission Blvd
Union City, CA 94587
(415) 471-3434 ext 220

Director of Nursing

Stop and Evaluate Yourself

Do you enjoy a close-knit working relationship with your staff?

Do you enjoy a one-on-one rapport with all patients?

If this sounds like what you need in a job and what you've been searching for, come visit us and see what we can offer you! Our small 50-bed SNF is seeking that special person to work as a Floor D.O.N. overseeing our nursing dept.

We offer a competitive salary & bnf pkg. Apply today. Contact:

May Wong

Mission Bay Convalescent
331 Pennsylvania Ave
San Francisco, CA 94107
(415) 647-3587



Lodi Memorial Hospital

NURSING SUPERVISOR

Lodi Memorial Hospital
975 South Fairmont Avenue
Lodi, CA 95240
209/334-3411 x507
Attn: Nursing Department
Excellent salary & benefits. Call for appt or more information. Charge nurse position is excellent opportunity for a team leader who can administer medication and be a good teacher & supervisor. Full-time, 11pm-7am shift. 101-bed acute-care hospital, located in Northern CA, has a friendly atmosphere and flexible working conditions. Requires RN license. Staff supervision experience preferred.

Keep your personal problems out of the office.

NUTRITIONIST

Nevada County
Eric Rood Administrative Center
950 Maidu Avenue
Nevada City, CA 95959
916/265-1225
Attn: Personnel
\$1512-1838/mo. File official county application (available at above office) by 4pm 12/9. Administer WIC program, evaluate nutritional status of clients, and provide nutritional education. Full-time, 80% position. Req master's in nutritional sciences, community nutrition, clinical nutrition, dietetics, PH nutrition, or home economics with emphasis in nutrition. OR a BA degree in above plus completion of dietetic internship or traineeship approved by the American Dietetic Association (ADA); AND an ADA registered dietitian certificate. Ability to speak Spanish desirable. EOE

Fruitvale Care Convalescent Hospital

Join our supportive nursing team at our 140-bed SNF.

RNs - LVNs
CNAs

All shifts available

Contact:

Fruitvale Care
Convalescent Hospital
3020 East 14th Street
Oakland, CA 94601
(415) 261-5613
between 9am - 3pm Mon-Fri

VETERANS HOME OF CALIFORNIA ACUTE MEDICAL HOSPITAL

Registered Nurse Positions

800-Bed Hospital

- ICU / CCU
- Medical / Surgical
- Acute Psychiatric
- Skilled
- Intermediate

Competitive Salary — Excellent Benefits

- Fully Paid Benefits**
- Health Insurance
 - Dental Insurance
 - Vision Care Insurance
- Additional Benefits**
- 13 Holidays
 - Sick Leave & Vacation
 - Retirement Plan
 - Shift Differential

Requires CA State Registered Nurse License.

To apply send application / resume to:

Veterans Home of California
Personnel Service
Yountville, CA 94599

or contact:

Jo Ann Maxwell
(707) 944-4705

Equal
Opportunity
Employer

Bay Medical Group

ORTHOPEDIC DOCTOR (part-time)

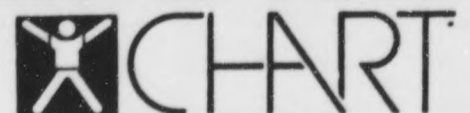
Bay Medical Clinic
345 Ninth Street, Suite 209
Oakland, CA 94607
415/893-3946
Attn: Dr. Yu
Negotiable salary. Call for more information or send resume. Work with and evaluate social security & disability patient cases. PT; flexible hrs & days. One of 4 clinics in the Bay Area, in operation 13 yrs specializing in psychiatry, internal medicine, psychology, and orthopedics. Must be a Calif-licensed orthopedic doctor; individual with recently obtained license and new practice is acceptable. EOE



PARAMEDICS / EMTs

ETS Ambulance
11871 Industrial Court
Auburn, CA 95603
916/823-5466
Attn: Office
Competitive salary DOE, plus full benefits including medical, dental & life insurance, and savings plan. Call for more information. Respond to medical emergencies. Excellent career opportunity. Full-time; 24-hr shifts. Growing company is located in the beautiful Sierra Foothills, close to many recreational areas (skiing, hiking, Lake Tahoe). Requires paramedic/EMT II certificate. EMT I's interested in upgrading their skills may apply. EOE

"Good enough" is only a friend to mediocrity.



PATIENT SERVICES RECEPTIONIST

Comprehensive Health & Active Rehabilitation Training
2045 Hurley Way, Suite 175
Sacramento, CA 95825
Attn: Germaine
\$5/hr to start DOE, plus medical insurance. Send resume and salary history/requirements. Perform front office work including scheduling, answering phones, and doing light typing & filing. PT (possibly full-time) flexible hrs Mon, Wed & Fri, plus Sat AMs. Physical rehabilitation facility specializes in work-related & other injuries. Must be dependable, hardworking & people-oriented. Some experience helpful. Willing to train. EOE

The ability to deal with difficult behavior tactfully and effectively is one of the most valuable job skills you can cultivate. It is an essential component of successful management.

PHONE COUNSELOR

Mental Health Foundation
P.O. Box 2170
Aptos, CA 95001
Attn: Asst Director
\$10+/hr DOE/DOQ. Mail resume: RTJJ. Will conduct phone counseling for clients in busy office. Coordinate and refer clients to support staff and write results of conversations for client tracking system. 50 hrs/wk with rotating days and shifts. Schedule to be decided at interview. Must hold or be eligible for a California marriage, family & child counselor's license, a licensed clinical social worker, or a PhD in psychology.

DIRECTOR OF MATERIEL MANAGEMENT

Qualified candidate must have a 4-yr undergraduate degree, Masters Degree and Certification through the American Society for Hospital Materiel Managers are preferred. Minimum of 5-yr progressive managerial exp in the Mat Mgmt field required. Must have excellent negotiating skills, a thorough knowledge of computerized purchasing/materiel mgmt systems, linen mgmt, asset mgmt, sterile processing, and distribution systems. Demonstrated exp in managing new building/renovation projects. Must also chair the product evaluation committee, and have good team building skills. Excellent salary and benefit package. Resumes may be submitted to:

Kaiser Hospital, Personnel Dept
2025 Morse Ave, Sacramento, CA 95825
Good People. Good Medicine.
EEO/AA/M/F/H

JOBS AND TRAINING

THE CALIFORNIA DEPARTMENTS OF DEVELOPMENTAL SERVICES, MENTAL HEALTH AND VETERANS AFFAIRS ARE SPONSORING A HEALTH CAREER OPPORTUNITY FAIR

THE FAIR WILL BE HELD ON:

DECEMBER 7, 1988

THE FAIR WILL BE AT:

NAPA STATE HOSPITAL
RECREATION ROOMS A and B

THE FAIR WILL BEGIN AT:

2:00 PM - 6:00 PM

COME GET INFORMATION ABOUT:

REGISTERED NURSE
PSYCHIATRIC TECHNICIAN
LICENSED VOCATIONAL NURSE
PHYSICAL THERAPIST
OCCUPATIONAL THERAPIST

PRESENTATIONS ON:

APPLICATION PROCEDURES TRAINING OPPORTUNITIES EXAMINATIONS JOB DUTIES

LOUIE JIMENEZ AL SCOTT ARMANDO ZIMMERMAN
(707) 253-5625 (707) 944-4550 (707) 938-6552

THE STATE OF CALIFORNIA IS AN EQUAL OPPORTUNITY EMPLOYER

PHYSICAL THERAPIST

Sierra Nevada Home Care
155 Glasson Way
Grass Valley, CA 95945
916/273-0982
Attn: Director

Negotiable fee (contract position). Call for more information. Make home visits to provide physical therapy for patients. Involves travel throughout beautiful Nevada County's western slope for this rapidly growing home health agency. Flexible hrs. Requires RPT & CA license, at least 2 yrs experience as a physical therapist, and own automobile. EOE.

PSYCHIATRIC SOCIAL WORKER / III

Riverside County
Blythe Mental Health Department
4080 Lemon Street, Room 109
Riverside, CA 92501-3664
714/787-6125
Attn: Personnel Department

\$25,126-31,116/yr (level II); \$25,955-34,632/yr (level III); plus benefits. Perform a full range of psychiatric social work including the design & implementation of personalized treatment plans. Level I requires an MSW degree. Level II req license to practice as a Clinical Social Worker issued by the CA State Board of Behavioral Sciences Examiners. FT and PT positions available on a permanent or temporary basis.

When applying for work, be prepared to adjust to the company's needs. While indicating an interest in a specific job, be flexible and willing to consider other positions in your field.

PUBLIC HEALTH NURSE / ASSOC DIRECTOR

Lassen Indian Health Center
745 Joaquin Street
Susanville, CA 96130
916/257-2542
Attn: Debbie or Nancy

Competitive salary + bfts. Call for more info or send resume. Excellent opportunity for qualified public health nurse to gain valuable admin exp. Our health center, located in beautiful Lassen County, seeks an enthusiastic individual to develop a public health program for Susanville Indian Health Rancheria and assist the executive director in all phases of clinic ops. FT (hrs to be arranged) Mon-Fri. Req CA certification and ability to relate to Native Americans and effectively verbalize & promote Indian issues. Computer exp helpful. Preference will be given to Native Americans. EOE (#42CFR36.221)

Director of Nursing

Progressive, rehab-oriented 72-bed facility, with 18-bed rehab care unit, is seeking a director of nursing services. Must have a current California RN license and good supervisory skills. Come join our supportive nursing team and live in a beautiful rural community with excellent recreational opportunities. Salary commensurate with exp, plus excellent benefits.

Call or send resume:
Emerald Hills Hospital
333 Laws Avenue
Ukiah, CA 95482
(707) 463-2335

RNs

If You're

tired and frustrated at the way things are currently being done

And You

want to make changes to improve the delivery of health care!

We Offer:

a team of health professionals who are involved in improving and making a difference in the future direction of health care in California.

Requirements: RN with 2 yrs exp in a health facility of 50+ beds which included 6 mos admin responsibility. (BS degree in nursing may be substituted for admin exp.)

Annual Salary: \$28,764 - 34,620 plus attractive retirement & fringe benefits. Training provided.

Positions available throughout the state. Contact: Glenda Lee / Bonnie Jones, Licensing & Certification, 714 7th Street, Sacramento, CA 95814. (916) 322-1097.

All applications must be submitted by December 28, 1988.

QUALITY ASSURANCE MANAGER

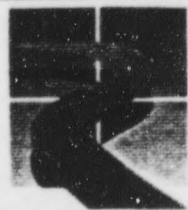
Red Bud Community Hospital
P.O. Box 6720
Clearlake, CA 95422
707/994-6486 x129

Attn: Margaret Ward / Personnel Department
Salary DOE, + xint bfts incl vacation, holidays, sick leave, and medical, dental, life & vision insurance. Call for appt or send resume. Function as utilization review coordinator, provide risk management services, and coordinate the pre-admission process. Full-time, Mon-Fri; hrs to be arranged. 40-bed acute care hospital is near a beautiful Northern CA recreational area offering waterskiing, fishing & boating. Requires Calif RN license; 1 yr experience in quality assurance, utilization review, and risk mgmt; and ability to relate to medical staff. EOE

RADIOLOGY TECHNOLOGIST

Healdsburg General Hospital
1375 University Street
Healdsburg, CA 95448
707/433-4461
Attn: Personnel

Salary commensurate with experience plus excellent benefits package. Call for appt or send resume. Responsible for diagnosing & treating your caseload of patients. Full & part-time and on-call positions; all shifts available (flexible around your schedule). 49-bed acute care hospital is located in the Redwoods near the Sonoma Coast and has beautiful surroundings. If you are tired of the fast-paced city life, come visit us and see what we can offer you! Requires ARRT license. Experience preferred.



REGISTERED DENTAL HYGIENIST

River City Dental Association
P.O. Box 254977
Sacramento, CA 95865-4977
415/965-4020
Attn: Norma Currier

\$19.75-23.50/hr plus full-range benefits. Call (evenings) or send resume. Join our expanding association of dental offices committed to their patients and employees. Responsibilities include periodontal charting, scaling, coronal polish, and X-rays. Full or part-time position; variety of days available. Must have current CPR license. Knowledge of soft tissue management helpful, but not required. EOE

REGISTERED NURSES ONLY

EARN \$2391-3092/MONTH!

Includes \$200 recruitment/retention bonus

The California Dept of Corrections offers a challenging career with job security and excellent benefits.

Positions are available statewide.

For employment information call today.

1-800-622-WORK



EOE

RESPIRATORY THERAPIST

Thompson & Darwish Cardiopulmonary
P.O. Box 6686
Clearlake, CA 95422
707/263-5651

Attn: Carla Young / Cardiopulmonary Dept
Salary negotiable, plus vacation, holidays, sick leave, medical insurance, and pension plan. Call for appt. Join the friendly staff at Lakeside Community Hospital, a 60-bed facility located in a clean, beautiful resort & retirement community. Looking for a respiratory therapist to treat patients and provide quality care. Full-time; varied shifts (days & hrs to be arranged). Must be a certified respiratory therapist. EOE

"One person with a belief is equal to a force of ninety-nine who have only interests."
—John Stuart Mill

RN - RELIEF (part-time)

Cypress Acres Convalescent Hospital
1633 Cypress Lane
Paradise, CA 95969
916/877-9316
Attn: Director of Nursing

Competitive salary plus excellent benefits. Call for appointment or more information. This flexible position is great for someone seeking extra Christmas money or looking to boost their monthly earnings. Charge position responsible for supervising assigned shift and ensuring quality patient care. Flexible scheduling available. 107-bed SNF has a 29-bed free-standing ICF unit and is located in a beautiful area. Requires RN/LVN license. Must enjoy working with the elderly.

LVNs

EARN \$2,336/MONTH!

Become a

MEDICAL TECHNICAL ASSISTANT

with the State of California Department of Corrections

Outstanding benefits & statewide opportunities. If you have:

- ◆ LVN or RN license or 1 yr exp as a corpsman with proof of admission to LVN exam
- ◆ A High School diploma or GED
- ◆ US citizenship
- ◆ 21 yrs of age (no age max)
- ◆ Good physical condition (normal hearing and vision)
- ◆ No felony convictions or illicit drug usage

To apply call:

1-800-622-WORK



Northern Testing Center
P.O. Box 161329
Sacramento, CA 95816

EOE

Healthcare Marketing - Rehabilitation Services

A national network of neurologic rehab facilities seeks motivated individuals to join our expanding marketing team.

Will be responsible for developing referral contacts for our California facilities, seminar/conference attendance and implementation of marketing plans.

Positions currently available in:

- Sacramento
- San Jose
- Fresno
- Los Angeles

Prefer clinical as well as marketing experience. Salary + bonus.

Contact: David Carter (VP of Marketing)
Meadowbrook Rehabilitation Group
2200 Powell St, Suite #800
Emeryville, CA 94608
(415) 420-0900

M EADOWBROOK
Rehabilitation Group

RN - WEEKEND SUPERVISOR (part-time)

St. John Convalescent Hospital
4432 James Avenue
Castro Valley, CA 94546
415/889-7000
Attn: Director of Nursing

Competitive salary plus benefits. Call for appt. Charge position currently available for a motivated, enthusiastic individual who has good supervisory & communication skills. Supervise your shift and administer quality care for 49-bed SNF with a pleasant environment and supportive team. PT, weekends & holiday relief. Requires RN license.

RN / LVN (part-time)

Garden Nursing Home
1410 Ocean Street
Santa Cruz, CA 95060
408/423-6045
Attn: Mary Anne / Director of Nursing

Competitive salary commensurate with experience. Call for more information. Charge nurse positions now available for successful nurses who enjoy working with the elderly. Responsible for supervision & treatments. PT, 2 nights/wk and Tue, Wed & Thu PMs; no weekends. Small, warm, loving facility has a home-like environment. Requires RN/LVN license. New graduates and re-entry nurses welcome!

RN, OR Staff Nurse

For ambulatory setting at
Fort Sutter Surgery Center.
32-40 hrs/week. No weekends!
Requires OR experience and a strong orthopedic background.
Excellent benefits package provided.

contact:

Fort Sutter Surgery Center
2801 K St, Suite 525
Sacramento, CA
(916) 733-3792



Your job search expenses may be tax deductible. Consult your tax accountant or call the IRS for information. (The toll-free number for the IRS is 800-424-1040.)

Critical Care RNs RNs / New Grads

◆ ICU Unit Based Per Diem — Sutter General Hospital is now accepting applications for RNs with critical care experience for ICU Unit Based Per Diem. Our state-of-the-art, 24-bed MICU/SICU provides diversified experience in a nurse-designed environment. Two shifts one weekend per month and benefited positions available. ACLS desired.

◆ ICU — RNs without ICU experience and new grads are welcome. 7-week critical care class provided. FT & PT positions available.

◆ Telemetry — Seeking RNs for progressive 38-bed All-RN staff Telemetry Unit. Telemetry class and certification provided. Excellent opportunity for Med / Surg RN and new grads wanting to expand cardiac assessment skills, code management, and EKG interpretation, in a supportive nurse-designed environment. FT & PT positions available.

For further information contact:
Maureen Robinson/
Nurse Recruiter

2801 L Street
Sacramento, CA 95816
(916) 733-3735



Sutter Health EOE M/F

The Best Health Care Services Depend Upon The Best Staff

Sutter Health is one of the largest health care providers in Northern California. Sutter Sacramento, an affiliate of Sutter Health, includes 677 bed acute care facilities located in Sacramento. Additionally, we have facilities in the communities of Davis, Vallejo, Novato, Crescent City, and Los Banos.

Boundless opportunities for health care and other professionals exist at our facilities. We believe that our human resources are our opportunity... our guarantee... for the future.



Please call
1-800-544-8778

or send your resume:
3000 L Street, Suite 104
Sacramento, CA 95816

Sutter Health

EOE/AA/M/F/H

RN - UTILIZATION REVIEW

Business Health Services
7311 Greenhaven Drive, #170
Sacramento, CA 95831
916/391-4155
Attn: Director of Program Development
\$28,000-32,000/yr DOE/DOQ, plus paid vacation, holidays, and medical ins after 3 mos. Call for more info or send resume. Duties include pre-admission certification and authorization of surgical procedures & concurrent review. Hrs 8-5 Mon-Fri. Expanding, Sacramento-based health consulting firm offers excellent career opportunity. Requires Calif RN license and at least 5 yrs clinical experience in an acute care setting. Utilization review exp desirable, but not essential. Must demonstrate good clinical judgment, possess excellent communication skills, and be service-oriented. EOE

RN / LVN

Hilltop Manor
12225 Shale Ridge Road
Auburn, CA 95803
916/885-7511
Attn: Marya
Competitive salary (new pay rates) plus lucrative sign-on bonuses and excellent benefits including vacation, holidays, sick leave & medical/dental insurance. Call for appt. Seeking RNs or LVNs to join our professional nursing team. Pass meds and administer treatments. Full & part-time, PM and night shifts available. 205-bed SNF is located in the beautiful Sierra Foothills in a lovely, serene environment. Req Calif RN/LVN license or interim permit. New graduates encouraged to apply. EOE

RN / LVN

Novato Convalescent Hospital
1565 Hill Road
Novato, CA 94947
415/897-6161
Attn: D.O.N.
Competitive wages commensurate with experience, plus vacation, holidays, sick leave, major medical or HMO plan, dental & life ins, profit sharing, and retirement plan. Call for appt or apply in person. Charge & treatment nurses needed at our 187-bed SNF. Treat patients & supervise staff. Great advancement opportunity for motivated, energetic & career-minded professionals. Full & part-time positions; day shift (LVN) & night shift (RN / LVN). We are seeking people to add to our quality-care team. Come enjoy the relaxing North Bay area. Must have RN or LVN license. New graduates welcome!

Appearance plays a major role in first impressions. Studies show employers often decide your economic status, educational level, confidence, sophistication and social status from the initial meeting.

RN / LVN

Idylwood Convalescent Hospital
1002 Fremont Avenue
Sunnyvale, CA 94087
408/739-2383
Attn: Director of Nursing
Competitive salary; benefits available. Call for appt or apply in person. Supervise your shift as a charge nurse and handle the mental hygiene of your patients. Our independent management company has excellent career opportunities for upward mobility and flexibility. Full or part-time; all shifts available. 185-bed facility has skilled & Alzheimer units. Requires RN/LVN license. Must be a caring individual who likes working with geriatric patients and loves a challenging job. New graduates welcome.

Tracy Community Memorial Hospital

An expanding acute care hospital is currently recruiting for the following positions:

- **Emergency Room Supervisor** - Full-time. Requires a BSN. MSN preferred.
- **Emergency Room RN** - Night-shift.
- **RN / OB Dept** - Full-time
- **Respiratory Care Practitioner** - Part-time.

We offer competitive salaries and excellent benefits. Contact:

Personnel Dept
Tracy Community Memorial Hospital
1420 N. Tracy Blvd
Tracy, CA 95376
(209) 835-1500
ext. 4441



ARA LIVING CENTERS

RN / LVN

Winchester Living Center
1250 Winchester Boulevard
San Jose, CA 95128
408/241-8666
Attn: Director of Nursing
Competitive wage plus excellent benefits including vacation, holidays, sick leave, and medical/dental insurance. Call for appt or send resume. Supervise NAs and administer treatments for your patient caseload. ARA Living Centers facility has an excellent reputation and offers great upward mobility potential. Full or part-time night position, 11-7. Requires Calif RN/LVN license.

RN / LVN (on-call)

Heritage Convalescent Hospital
5255 Hemlock Street
Sacramento, CA 95841
916/331-4590
Attn: Rebecca Habbitt
Salary commensurate with exp, plus xint benefits & incentive program. Call for more info or apply in person. Ensure quality patient care, supervise nursing assistants, and administer treatments. Great potential for advancement in our large corporation. On-call position. 99-bed SNF (part of Sierra Medical Enterprises) has a low acuity level; a supportive team spirit, and is located next to American River College. Requires Calif RN/LVN license. Must have good interpersonal & supervisory skills.

There are three "secrets" to resume writing: clarity of expression, logical and comprehensive presentation, and common sense.

RN DIRECTOR

Dowling Convalescent Hospital
451 28th Street
Oakland, CA 94609
415/893-4066
Attn: Administrator
Competitive salary depending on experience, plus benefit package. Call for appt or more information. Charge nurse position available now! 30-bed, privately owned facility currently seeking a special person to be part of our supportive team and provide quality care. Supervise your shift and administer medications to your patients. Full-time day shift; weekends off. Requires RN license. Good communication & interpersonal skills a must! Supervisory experience preferred.

Radiologic Technologist

Immediate position on the PM shift. Will perform all routine diagnostic X-ray procedures including emergency, surgery, and portables. Must be a CRT. Excellent salary and benefits including hospital-paid medical, dental, and vision (for employee and family).

Apply at:

Dameron Hospital
525 West Acacia Street
Stockton, CA 95203
or call:
(209) 944-5550 ext 3613

REGISTERED NURSES

- CCU - PT, 11pm - 7am
- CCU - Two PT, 3-11pm on-call positions available
- CCU - FT, 11pm - 7am (LVN)
- ER - FT, 7am - 3pm on-call positions available
- Family Birth Center - RN PT, 3-11pm, on-call positions available

Competitive salaries and excellent benefits pkg for all positions.

Delta Memorial is an expanding hospital in a fast-growing community. Come join our friendly health care team by applying to:

Delta Memorial Hospital
3901 Lne Tree Way, Antioch, CA 94509
(415) 779-7221 or (415) 779-7222

EEOE

HANFORD COMMUNITY HOSPITAL

RNs

Hanford Community Hospital
450 Greenfield
Hanford, CA 93232
209/582-9000 x3011
Attn: Personnel
Competitive salary, 15% differentials, time & a half pay for 12-hr shifts, relocation pay (negotiable), + xint bfts including vacation, holidays, sick leave, and medical/dental ins. Call for appt or more info. Provide direct and total patient care in Med/Surg, ER, or ICU departments. Full & part-time; 3-11 & 11-7 and 12-hr shifts in ICU & ER depts. Small, extremely active 50-bed acute care hospital is currently seeking motivated and enthusiastic professionals to administer quality care; and is located 2 hrs from the mountains & ocean in a beautiful rural area. Requires RN license. New grads welcome!

Call back your job prospects regularly. Unless they hear from you, they may think you're no longer interested.

RNs / LVNs

Mission Boulevard Convalescent Hospital
3865 Mission Boulevard
Fremont, CA 94536
415/793-3000
Attn: Lynn / Director of Nursing
Competitive salary plus vacation, holidays, sick leave, Kaiser medical plan and dental insurance. Call for appt or apply in person. Responsible for administering treatment or medications and supervising nursing assistants. Full-time day shift (7-3:30) & PM shift (3-11:30); relief & on-call positions also available. 73-bed, privately owned SNF has a team-oriented environment; a friendly, supportive staff; and a reputation for providing quality patient care. Must be a caring, motivated person with a Calif LVN license.

ATTENTION RNs and PSYCHIATRIC RNs

The State of Nevada Correctional System is looking for a few good nurses who would like to work in an environment that stresses independence, creativity, and room for professional growth. Our Nurses do not simply take orders, but are full professional members of a health-care team.

- ★ Excellent Salary and Benefits. No State income Tax and no FICA withholding (except 1.4% Medicare). For details call or write Dave Middleton, RN, Director of Institutional Nursing at Nevada Dept of Personnel.

Nevada Dept. of Personnel
209 E. Musser St.
Suite 101
Carson City, NV 89710
(702) 887-3291

AUBURN FAITH COMMUNITY HOSPITAL

This 102-bed acute care hospital is located in the beautiful Sierra foothills. Currently seeking caring professionals to join our health care team:

Registered Nurses

Positions available in all departments.

Licensed Vocational Nurses

Part-time & Per diem (Med/Surg)

Medical Records Director

Full-time

Respiratory Care Practitioner

Per diem

Qualified candidates please contact Personnel:

Auburn Faith Community Hospital
11815 Education Street
Auburn, CA 95604
(916) 885-7201 ext 721

Baycrest NURSING CENTER

RNs / LVNs

Baycrest Nursing Center
2140 Vale Road
San Pablo, CA 94806
415/235-1052
Attn: Mrs. Ewing
Competitive salary commensurate with exp. + xint bfts include vacation, holidays, sick leave, & health ins. Call for appt or more info. Charge positions avail now in our facility (under new management). Responsible for supervision and administering medications on your shift. Great upward mobility potential for enthusiastic & motivated individuals. FT, PT, or relief; all shifts available. Small, privately owned 59-bed facility in the Contra Costa area has a friendly atmosphere and enjoyable staff. RN/LVN license req. Must enjoy working with geriatric patients. Supervisory exp a plus. New graduates welcome!

SPEECH LANGUAGE PATHOLOGIST

Sierra Speech and Hearing
2950 South Mooney Boulevard, Suite E
Visalia, CA 93277
209/733-3818
Attn: Linda Darling / Director
Salary commensurate with exp plus full benefits discussed at interview. Send resume or call for appt; RTJJ. Immediate opening for a licensed speech language pathologist to examine, diagnose and administer the treatment of speaking disorders for outpatients. Work with our experienced, licensed staff at this private practice in Visalia. PT initially, 12-18 hrs/wk. FT, 8-5 Mon-Fri after orientation period. Must possess CA state license for speech pathology. Prefer applicant with CFY (clinical fellowship year) standing at a college or medical school. EOE

SUBSTANCE ABUSE COUNSELOR

Sierra County Department of Mental Health
Loyalton, CA 96118
916/993-1201
Attn: Personnel
\$1957-2300/mo DOE, plus excellent benefits. Call for more information. Duties include, but are not limited to the rehabilitation of substance abusers in individual, group & family counseling sessions; development of counseling programs for clients; and working with a 24-hr crisis team. Full-time position; 40 hrs/wk & on-call. Requires BA degree in behavioral or social sciences or a closely related field, 2 yrs experience as a counselor in a substance abuse program (MA degree in 1 of the above fields may substitute for 1 yr experience), and a current CDL. AA/EOE

The difference between a successful person and a failure is state-of-mind. People who feel good about themselves and what they're doing seem to sizzle with energy and enthusiasm. That's what makes them attractive to employers.

UNIT NURSES

Doctors Hospital of Pinole
2151 Appian Way
Pinole, CA 94564
415/724-5000 x448
Attn: Personnel Department or D.O.N.
Competitive salary DOE, plus excellent benefits including vacation, holidays, sick leave, and medical/dental insurance. Call for appointment. Seeking nurses to work in the ICU/CCU department treating patients and providing quality care. Full & part-time; night shifts available. 137-bed acute care hospital is centrally located in the Bay Area, close to San Francisco and the beautiful wine country. Requires Calif RN license and critical care certification. ACLS preferred. EOE

A Better Way of Life in Another California

Away from crowded schools, cities, freeways and a higher cost of living is a better way of life. One of breathtaking scenery, great outdoor living and a friendly affordable life-style, perfect for raising families. The place is Redding, California.

The Redding Medical Center serves the community with progressive and personal health care. Known as the "Hospital with Heart", we also provide a comprehensive cardiovascular center and opportunities for rewarding medical careers in the following areas:

RN's:

Med / Surg • Ortho • ICU / CCU • CVSU
Med Tech • X-ray Tech

We value medical personnel in our California. They expect and receive supportive educational assistance, advancement options and competitive compensation including \$3,000 bonuses for selected positions. Affiliation with National Medical Enterprises ensures that our benefits are extensive. Explore a better way of life in our California by calling or sending your resume to: Nurse Recruiter, Redding Medical Center, P.O. Box 2458, Redding, CA 96099-2458, (916) 244-5145. An equal opportunity employer.

REDDING MEDICAL CENTER

RNs CNAs

Our beautiful, unique facility is part SNF & residential care. Overlooks Lake Merritt in the heart of Oakland.

We offer our nurses competitive wages & excellent benefits with flexible working conditions to fit your needs.

If you enjoy working with geriatric patients and have been searching for that close-knit relationship with your patients, this is the job you've been waiting for!

St. Paul's Towers
100 Bay Place, Oakland, CA 94612
(415) 839-4700 • (415) 891-8322

Lassen Community Hospital

Immediate openings for:

- **Director of Medical Records** - RRA or experienced ART
- **Director of Physical Therapy** - CA licensed (or eligible) need to be an experienced PT

Good compensation package and management benefits.

Send resume to:

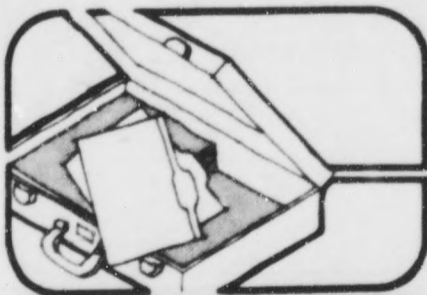
LaAnn Johnson
Lassen Community Hospital
500 Hospital Lane
Susanville, CA 96150
(916) 257-5325 ext. 205

EOE

IMMEDIATE CARE MEDICAL CENTER

X-RAY TECHNICIAN

Immediate Care
376 Vallombrosa Avenue
Chico, CA 95926
916/891-1676
Attn: Anne Connolly / Administrator
Salary DOE. Call for appt or send resume. Take routine X-rays (non-invasive radiography) and provide general medical assistance at this outpatient, minor-emergency care facility. Full & part-time positions available; rotating schedule. Requires CA X-ray technician license. ARRT preferred. Will train. EOE



Professional/Career

CHILDCARE WORKER

Stanford Home for Children
4144 Winding Way
Sacramento, CA 95841
Attn: Office
\$950-1150/mo DOE, plus medical & dental benefits. Send resume; RTJJ. Supervise & oversee adolescents in the home, helping to create a therapeutic environment. This challenging position offers the opportunity to make a positive difference in the lives of abused & troubled teens. We are a small residential treatment center offering strong supervision and learning opportunities. 40 hrs/wk. Requires BA degree in social science/ psychology and CDL.

"Prosperity is a great teacher;
adversity is a greater."
- William Hazlitt

CONTRACT ADMINISTRATOR

Explosive Technology, Inc.
P.O. Box KK
Fairfield, CA 94533
Attn: Ben Callis
Competitive salary & relocation expenses. Send resume; RTJJ. Senior position responsible for proposal preparation, negotiations, and contract administration. Full-time position with this manufacturer of explosive-actuated devices for the aerospace industry. Requires undergraduate degree in business/technical field and exp performing the above duties. 5 or more yrs exp administering govt contracts in the aerospace industry is highly desirable. EOE M/F/H/V

EMPLOYMENT SPECIALIST

California Job Journal
2535 Capitol Oaks Drive, Suite 100
Sacramento, CA 95833
916/925-0800
Attn: Human Resources Director
\$1000/mo base + xint commission on all sales. 1st-yr earnings to \$30,000. Benefits include vacation, holidays & medical/dental ins. Send resume & salary history/reqs. Thorough training prepares you to help employers with their hiring needs; call on new/existing clients in your industry specialty. Hrs 8-5 Mon-Fri. Largest independent recruitment advertising publication has new ofcs in South Natomas. Prefer personnel/ employment agency exp, but will consider heavy phone background. Looking for competitive people with a professional appearance, strong people skills, and good math, grammar & spelling. EOE H



NEWS EDITOR

The Galt Herald
P.O. Box 307
Galt, CA 95632
Attn: John B. Williams
Salary negotiable, plus medical/dental insurance. Send resume; RTJJ. Write everything from light features to hard editorials, on everything from citizen-of-the-year events to city council meetings. Full-time; flexible hours. Award-winning community newspaper is published twice weekly. Requires BA degree and skills in layout, paste-up & photography. Must be ambitious, industrious, hardworking, and have own transportation. EOE

When applying to a company, indicate an interest in a specific job or type of work. It's best to avoid saying, "I'll take anything."

SENIOR PERSONNEL ANALYST

City of Modesto
801 11th Street / P.O. Box 642
Modesto, CA 95353
209/577-5402
Attn: Personnel Department
\$3104-3773/mo plus benefits. File completed city application & resume by 12/16. Responsibilities include recruitment, testing, classifications, pay & negotiations. Full-time position, Mon-Fri. Requires 3 yrs personnel management experience. Bachelor's degree desirable. AA/EOE

MUSEUM CURATORIAL SPECIALIST

\$11.41-\$12.59 per hr; 37.5-hr wk full-time - 20-hr wk part-time

BA in Art, History, Natural Science. Work exp in collections, writing, research, and/or public relations. Substitute equivalent education or exp on a year for year basis.

DEADLINE: December 9, 1988

Apply in person (8:30 am to 5 pm, including the lunch hour) or send a self-addressed stamped envelope and an application request to:

Employment Information
CITY OF OAKLAND
Personnel Department
1417 Clay Street, Room 136
Oakland, CA 94612
(415) 273-3526

Drew Health Foundation

Small, outpatient ambulatory care facility is currently recruiting for the following positions:

Family Practitioner
Certified or board eligible

Pediatrician
Certified or board eligible

OB/GYN Nurse Practitioner
Must have CA license
(Bilingual preferred for all positions)

We offer competitive salaries plus excellent benefits.

Send resume to:
Emily Vinson / Asst Director

Drew Health Foundation

2111 University Avenue
East Palo Alto, CA 94303

California Job Journal

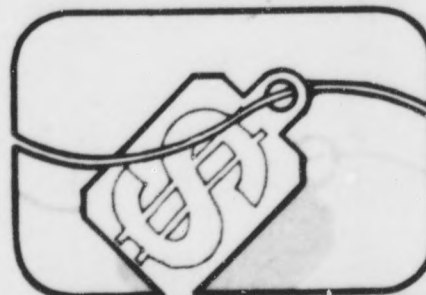
TELEVISION NEWS REPORTER

KTXL - TV 40
4655 Fruitridge Road
Sacramento, CA 95820
Attn: Bob Cook / News Director
Negotiable salary DOE, plus medical/dental insurance and pension. Send resume and non-returnable tape (phone calls will eliminate candidate). RTJJ. Independently owned Sacramento television station seeks individual to cover & report local news starts for 'The 10 o'clock News'. Full-time; flexible hrs & days. Requires 5 yrs on-camera experience, strong writing skills, and ability to work with minimal supervision. Studio anchor experience a real plus. EOE

An interview is a showcase for merchandizing your talents.

THERAPIST- RECREATIONAL/OCCUPATIONAL

FamiliesFirst, Inc.
502 Mace Boulevard, Suite 8
Davis, CA 95616
Attn: Recreation Therapist
Competitive salary (negotiable) plus full benefits after 3 mos. Send resume. Private, multi-service non-profit organization has immediate opening for a part-time or consulting therapist. Responsible for supervising & implementing individualized recreation programs for emotionally disturbed boys in residential treatment. Flexible hrs & days. Certified preferred.



Sales/Marketing

ACCOUNT REPRESENTATIVE

Art House Design, Inc.
1415 Alameda
San Jose, CA 95126
408/289-8281
Attn: Gwen Hagaman / President
\$1,500/mo average income, based on commission. Percentage discussed at interview. Call for appt; RTJJ. Immediate position open for an enthusiastic, goal-oriented individual to market and sell design work to printers, photographers and graphic advertisers. Service established clientele and develop new customer accounts for this art-design studio in San Jose. FT, hrs vary Mon-Fri. Must have own transportation for sales contacts. Background in outside sales for graphics or design a plus. Prefer applicant with knowledge of education in design work.

DIRECT LANGUAGE, INC.

The Primary Provider of Second Language Communication Services™

ADVERTISING SALES (2)

Direct Language, Inc.
346 9th Street
San Francisco, CA 94103
800/822-4004
Attn: Leda Melara / Sales Manager
Base salary plus commission & bonuses. Call for appt for immediate consideration; RTJJ. Your future is in your hands! Sell advertising space to commercial accounts in a protected territory. Chance to grow into sales management. Full-time; flexible hrs & days. The nation's fastest-growing Yellow Pages publishing company has 100 on staff. Must be motivated, organized, and people-oriented. 1 yr sales experience a plus. Extensive training program.

PennySaver

ADVERTISING SALES REPRESENTATIVE

PennySaver
11040 White Rock Road
Rancho Cordova, CA 95670
916/636-2200
Attn: Joanne Davey
Guaranteed salary while building towards high commission earnings, plus medical/dental insurance and stock option plan. Call for appt; RTJJ. Looking for exceptional salesperson to sell display advertising space in a protected territory for this weekly publication. Full-time, Mon-Fri. Requires min 2 yrs verifiable outside sales experience. Advertising sales exp desired, but successful track record in outside sales will qualify. If you can meet the above qualifications, you can expect training.

AREA MANAGERS (3)

Trillian Computer Corporation
372 Turquoise Street
Milpitas, CA 95035
408/942-1791
Attn: Ray Burchard / General Manager
\$15,000/yr + commission DOE. Send resume, cover letter, and salary history/reqs; RTJJ. Call on businesses, industry & government to generate leads and sell personal computer systems over the phone. Excellent opportunities for advancement. Full-time, flexible hrs Mon-Fri. 6-yr-old nationwide manufacturer of Trillian personal computers has 20 on staff. Requires min 3 yrs personal computer or electronic semi-conductor industry sales experience. Must be highly motivated, personable, and have a professional manner. EOE

ASSISTANT MANAGER - RETAIL

Caren Charles
311 Sun Valley Mall
Concord, CA 94520-5804
415/671-2310
Attn: Debbie South / District Manager
Salary DOE/DOQ, plus medical/dental insurance. Call for appt, send resume, or apply in person. Open & close store, train employees, examine merchandise, and oversee daily store activities for one of the nation's most progressive, rapidly expanding retailers of contemporary fashions for misses, sizes 4-18. If you are energetic, outgoing, and enjoy fashion sales, you should explore this fine position. Positions avail in the Sun Valley, Hilltop & Southland Mall stores. Retail background & management exp desired. Xint career potential. 40 day hrs/wk; schedule to be discussed at interview. EOE M/F

RNs

You have your choice!

- RN - Full-time, PM shift
- Weekend Supervisors
- Relief - All shifts

Competitive wage scale or per diem

Apply in person or contact:



WALNUT WHITNEY
CONValescent HOSPITAL
3529 Walnut Avenue
Carmichael, CA 95608
(916) 488-8601

ARA LIVING CENTERS

is currently seeking nursing professionals to work in any of our 3 facilities in Pleasant Hill and be a part of our quality team.

RN / LVN / CNA / NA
All shifts

We offer you flexible hrs & days around your schedule, job sharing, and excellent benefits!

If you enjoy working with the elderly and giving your best, we want you! Come visit us and see what we can offer you. New Grads Welcome!

Contact: Sandy Heinisch

ARA services
550 Patterson Boulevard
Pleasant Hill, CA 94523
Job Hotline (415) 932-3218

ARA LIVING CENTERS

CNAs

Crestwood Manor is a long-term psychiatric facility with an active rehab unit. We offer upward mobility in our growing corporation for motivated and enthusiastic individuals. Must be CA certified. Psych experience helpful.

Day Shift
Competitive Wages
Excellent Benefits



Crestwood Manor

1425 Fruitdale Ave
San Jose, CA 95128

(408) 275-1010

Join A Winning Team

The City of Vacaville Invites Applications For

Assistant Planner (1 yr position) \$2247/mo
Open til filled

Park Superintendent \$2879-3500/mo
Final Filing Date: January 31, 1989

Note: Salary ranges are monthly, plus 7% City-paid PERS

To apply for the above positions call the 24-hour JOBLINE, (707) 449-5113 or apply in person at the Personnel Office, 650 Merchant St, Vacaville, CA 95688, M-F 8:30-5:00.



EOE M/F/H

LVNs

Great Salary Excellent Benefits

Are you burned out with your current dead-end position? Are you finding yourself unsatisfied and fatigued at the end of each day? Then it's time to look at what our company can offer you! This is a wonderful opportunity for someone who is seeking not just a job, but a career.



All shifts available
1833 10th Avenue
Oakland, CA 94608
(415) 636-6512

Public Works Director- Wastewater Treatment Plant Operator I/ Building Inspector

\$1500/mo DOE + benefits
City of Isleton (pop 923) located in the heart of the Delta. Valid CDL required. Send resume.

Contact: City Clerk
P.O. Box 716
Isleton, CA 95641
(916) 771-6082

AA EOE

PERSONNEL

EEO/AAP Specialist Stockton

If you're interested in working for a progressive financial institution, join American Savings' team of professionals.

Requires 3-5 years EEOC reporting experience and Affirmative Action Plan development and/or administration. You must be able to represent our institution with federal and state agencies; therefore, presentation skills are required. You must also have the ability to coordinate projects and work independently with minimal supervision.

We offer competitive salaries and a flex benefits package which includes a 401(k) pension plan. To apply, send resume to: Denyce A. Lancaster, American Savings, 11 S. San Joaquin St., 5th Floor, Stockton, CA 95202; (209) 943-3956. An Equal Opportunity Employer.

American Savings
Creating Interest For Over 100 Years.

AUTO SALESPERSONS (4)

Don Murtos Chevrolet
19490 Monterey Road
Morgan Hill, CA 95037
408/779-2136 or 225-1370
Attn: Dennis Colburn

Up to 35% commission (\$1600/mo guaranteed salary or unlimited commission potential), plus gas allowance, demo plan, vacation, holiday and medical & dental benefits after 90 days. Call between 10-6 Mon-Fri for appt or more information. Send resume; RTJJ. Sell new & used cars. Full-time; 9-3-30 or 2-30-8-30, 6 days/wk (1 weekend off every 2 mos). South Bay's fastest growing auto dealership seeks outgoing, self-motivated US citizen. Requires straight sales experience, CDL & DMV printout. AA/EEO M/F/H/V

"The world is filled with willing people; some willing to work, the rest willing to let them."
- Robert Frost

CANVASSER (2)

Security Roofing, Inc.
P.O. Box 2450
Menlo Park, CA 94026
408/947-8811 or 415/591-7663
Attn: John Doneilo / Owner

Min \$5/hr plus \$50 commission per lead ending in a sale. Or, experienced canvassers may work as independent contractors and earn \$150 per job sold for 1st 3 jobs, \$200 per job sold after 1st three sales, plus GENEROUS bonuses for 20+ jobs sold in 1 month. Call for appt; RTJJ. Canvass door-to-door in an assigned area, gathering leads for roof replacement salespersons. Hrs vary, Tue-Sat. Roofing contractors offer homeowners competitive rates. Req good oral & written communications skills, and ability to work closely with others. Must be self-motivated and have reliable transportation.

CLERK / CASHIER

7-11
2100 West Steele Lane
Santa Rosa, CA 95401
707/546-6999
Attn: Pat / Store Manager

\$4.50/hr (during training); \$5/hr (after completion of training). Pick-up application at store. References are required & checked; RTJJ. Perform duties that include handling cash register, maintaining store, and stocking shelves for this busy, high-volume 24-hr location. Full & part-time; 11pm-7am 5 days/wk (to be arranged). 12-yr-old Southland franchise is the highest volume store in Santa Rosa and has 11 employees. Must be clean, neat, reliable, dependable, honest and willing to work hard and learn. Will train.



MUSEUM RESEARCHER

\$1967-2174/month; 37.5-hr week

The Oakland Museum is seeking a qualified Museum Researcher to be responsible for the photographic archives in the History Dept. Responsibilities include overseeing still photographs, film, videotapes and sound recordings belonging to the dept's collections; computerizing photographic images utilizing videodisk technology; organizing special exhibitions and maintaining exhibit areas. Requires Bachelor's Degree (Master's desired) in History, Anthropology, American Studies, History of Photography or History of Art and 1 yr full-time work exp in a museum, archive, historical agency or publishing house focusing on photographic collections.

DEADLINE: December 21, 1988
Apply in person (8:30 am to 5 pm, including the lunch hour) or send a self-addressed stamped envelope and an application request to:

Employment Information
CITY OF OAKLAND
Personnel Department
1417 Clay Street, Room 136
Oakland, CA 94612
(415) 273-3526

AA/EEO

The Opportunity You Have Been Looking For!

START NOW!

\$24,000-50,000/yr PT or FT. No exp necessary, training provided for highly motivated individual with good communication skills and ability to work on your own.

CCSS needs to fill 10 to 15 sales positions. Company is growing rapidly! We need bright enthusiastic people who can produce!

COSTEN COMMUNICATION SUPER SAVER

Cellular phones. We will provide leads, exc bfts, commission & growing opportunities.

For interview, call Percy,
(415) 863-5337 weekdays

DIRECT SALESPERSON

DataSource Computer Centers
4090 Stevens Creek Boulevard
San Jose, CA 95129
408/296-1006
Attn: Personnel Director

Salary plus commission. Average earnings between \$2,200-2,600/mo, plus performance bonuses, profit-sharing, and health benefits. Fast-growing retail computer chain is seeking individuals to contact corporate & commercial accounts and sell line of microcomputers, printers, and software products. Positions available in San Jose Stockton, Walnut Creek, and Sacramento. Hrs 8-5 Mon-Fri. Requires 2-3 yrs direct sales exp in microcomputer industry or related field. Hands-on computer knowledge desired.

DRIVER / SALESPERSON

R/D Transmissions
1414 East Miner Avenue
Stockton, CA 95205
800/332-7751 or 209/464-7751
Attn: Bob Sr.

Salary + commission, 1 wk vacation, and Kaiser & disability ins after 90 days; dental ins avail. Call for appt/info or send resume. Use company vehicle to pick-up & deliver torque converters; sell products to dealers, shops, etc; and load & unload vehicle using a hand truck (25-45lb boxes). Cover Central-Northern CA (Visalia to Carson City). Leads provided. FT flexible hrs Mon-Fri. Expanding 19-yr-old company rebuilds converters. Req CDL & clean DMV printout. Must be aggressive and have a good appearance. Commission sales exp pref. Non-smoker/drinker desired. Mechanical knowledge a plus. EOE

ELECTRONICS SALESPERSON

Hi-Tech Unlimited
4777 North Blackstone
Fresno, CA 93726
209/224-4444
Attn: Front Desk

Salary DOE (paid weekly) plus medical & dental insurance, vacation, sick leave and store discounts after 90 days. Call for information and/or application and schedule interview; RTJJ. Previous work experience references required. Hi-Tech Unlimited is a computer & electronics store. Hrs 10-6 Mon-Fri. Sales experience with a background in electronics relating to burglar alarms, multi-line telephones, IBM PC computers and coin-op video games a must.

Industry today wants
innovative, articulate,
motivated employees.

INTERIOR DECORATORS

TransDesign
1460 Millich Lane
San Jose, CA 95117
408/370-6799
Attn: Barbara Langham

25-40% commissioned salary. Call for appt between 9-12 Mon-Fri; RTJJ. This nationwide interior decorating firm is looking for career-oriented, independent representatives to service residential & commercial establishments. Will assist clients with the color coordinating of area carpets, furniture and other interior home and office products. Will develop own clientele. Set own hrs and days. Looking for self-motivated, mature individuals with a flair for decorating. Good communication skills and sales exp needed. Full training provided.

Bottled Water

3 cents/gallon

- ♦ Earn over \$10,000 monthly.
- ♦ We can show you how to do this.
- ♦ We need help now!

(408) 982-0984

DISTRICT REPRESENTATIVE HIGH-CALIBER PERSON

Sales career position with management opportunities in growing organization. Individualized training program. Excellent starting income. No exp necessary. Outstanding group insurance and retirement benefits. Relocation not necessary. For confidential personal interview, call:

(916) 969-2225 (9-4 Mon-Fri.)

or write:

James R. Johnson
12344 Fair Oaks Blvd, Suite F
Fair Oaks, CA 95628

**GARDEN DEPARTMENT SALESPERSON**

Emigh Hardware
3555 El Camino Avenue
Sacramento, CA 95821
916/482-1900

Attn: Robin Wussow / Office Manager
Hourly wage DOE/DOQ plus vacation, holidays, sick leave and medical/dental ins after 90 days. Apply in person or call between 8-1pm. Responsible for sales of indoor/outdoor plants & power equipment, plant maintenance, general customer service, and customer assistance with gardening questions/problems. 40hrs/wk including evenings & weekends. Family owned hardware & garden retailer (since 1908) seeks responsible, self-motivated individual with good communication skills. Experience with garden plants/supplies preferred. Customer service exp desired. EOE

There is never a right way
to do a wrong thing.

MANAGEMENT TRAINEE

First Investors Corporation
155-D San Lazaro Avenue
Sunnyvale, CA 94086
408/733-2709

Attn: Casey Winningham / Group Manager
\$25,000-26,000/yr potential commissioned salary. \$45,000-55,000/yr potential mgmt salary after 2 yrs. Call for appt or send resume; RTJJ. Seeking aggressive person to participate in an extensive mgmt program through in-house seminars and training in local office. 1 to 2-yr training period to develop proficiency in all aspects of investment. Provide financial planning for clients with insurance, stocks, bonds, mutual funds, etc for this rapidly expanding investment firm. FT, 9-5 Mon-Fri with some eves. Must be motivated & ambitious with good communication skills. College degree and industry exp a plus.

MANAGEMENT TRAINEES

Electrolux Corporation
2360 South Bascom Avenue
Campbell, CA 95008
408/559-0300

Attn: Ann Thompson
Average manager earns \$40,000-60,000 in commission the first year, plus company benefits. Call for appt; RTJJ. Looking for ambitious individuals to train to sell Electrolux products and open new outlets in the San Jose, Mtn View, Morgan Hill and San Mateo areas. This established corporation manufactures vacuum cleaners, shampooers and residential & commercial cleaning equipment. Hrs and days may vary, depending on individual. Seeking career-oriented, self-motivated individuals. Sales background helpful. Full training provided.

MANAGER - TELEMARKETER (part-time)

Better Home Designs
231 E Street
Davis, CA 95616
916/758-1022

Attn: Dean or Rebecca / Owners
\$5/hr plus bonuses. Call between 8-30-10am (or leave message) for appt or more information. Set appts by phone. Advancement potential to management. PT, 5-9pm weekdays; other weekend shifts available. Home improvement company specializes in siding and garden room replacement windows. Must be outgoing and have a pleasant phone voice. Telemarketing experience preferred but not necessary. EOE

MEMORIAL COUNSELORS (3)

Lakewood Memorial Park
1900 Santa Fe
Hughson, CA 95354
209/883-4465
Attn: Ben Franklin / Manager

Excellent commission plus competitive bfts. Call for interview (9-4:30pm); RTJJ. Expansion has created new sales positions to market cemetery properties, funeral trusts and burial ins. Req extensive traveling to surrounding vicinities for this leading cemetery in beautiful Stanislaus County. FT, hours & days determined at interview. Must be at least 18 yrs old, neat in appearance and possess good communication skills. No exp req. Leads provided. Training offered to obtain license for insurance sales.

OUTSIDE SALES REPRESENTATIVE

Race Street Fish & Poultry
1170 Olinder Court
San Jose, CA 95122
408/294-6161
Attn: Personnel

\$30,000-50,000/yr potential DOE, plus company vehicle, medical ins after 60 workdays, pension and profit sharing. Send resume; RTJJ. Sell seafood, poultry, and related products to various wholesale customers in the Bay Area. Flexible hrs 7-5 Mon-Fri. Leading Northern CA wholesale seafood/poultry distributor, in business over 40 yrs, has one of the industry's largest and most organized sales depts. Req min 2 yrs seafood, poultry, or meat sales exp. Must be dependable, adaptable, able to follow thru, and work in a fairly structured atmosphere. Req customer list, CDL, and right to work. EOE

OUTSIDE/INSIDE SALES (3)

SunStructors Design Center
275 Alma Drive
Palo Alto, CA 94301
415/325-9111

Attn: Sharon or Ed / Operations Managers
\$1500+/mo to start DOE or commission (depends on individual preference) + Kaiser medical ins after 60 days. Call between 9-3 for appt; RTJJ. Call on residential & commercial accounts to sell company products, perform measurements & price bidding, and provide assistance in design. FT; flexible hrs & days. 14-yr-old window & door mfg company specializes in in-house remodeling & retail sales, and has 7,000 sq ft of showroom & o/c space. Req technical construction knowledge. Must be energetic, aggressive, professional, friendly, and have good written/verbal skills & own car. Sales/customer service exp a plus. EOE

Tact —

the sense to close your mouth
before someone else wants to.

ROOFING SALESPERSONS

Wedge Roofing
5 Casa Grande Road
Petaluma, CA 94952
415/897-6188

Attn: Paul Norman / Manager
\$25,000+/yr (commission only); medical/dental & vision ins after 6 mos. Call for appt; RTJJ. Roofing sales position, servicing private homes & builders; responsible for estimates, contracts & sales appts in Sonoma & Marin Counties. Some leads and ongoing training in sales & motivation provided. Travel required. FT flexible hrs & days. Company provides sales, telemarketing, carpentry & welding services. Must be personable, energetic, and highly motivated. Some sales exp helpful, but training program is provided to expand knowledge of roofing processes, prices & materials.

**Funeral Security Plans, Inc.****PRE-NEED FAMILY COUNSELORS**

Funeral Security Plans
5777 Madison Avenue, Suite 360
Sacramento, CA 95841
916/334-0661

Attn: Marquita Plomer / Staff Advisor
\$30,000 realistic first-year potential (straight commission) + incentive travel. Call for appt or info. Career position for a caring individual to market prearranged funeral plans to the 40+ market. Leads & marketing support provided. No overnight travel. One of the industry's most established firms (95 yrs funeral/cemetery exp) offers xint advancement opportunity. FT flexible positions also avail in CHICO & MARYSVILLE. Must be sincere, highly motivated, have strong interpersonal skills, and an interest in providing a personal & community svc. Sales exp pref, not req. Will professionally train. EOE

ROUTE SALES/SERVICE REPRESENTATIVE

ODORITE of Sacramento Valley
2644 Harkness Street
Sacramento, CA 95818
916/443-0455

Attn: Office Manager
\$7/hr after training + commission & bonus, paid vacation & holidays, and company car. Send resume; RTJJ. Service air fresheners and sell sanitary supplies on established commercial routes for a nationally-recognized distributor based in Sacramento. Some cold calls required. Excellent opportunity to join in our growth and realize unlimited potential (may lead to own distributorship). 40 hrs/wk Mon-Fri. Must be 25 yrs or older (for ins) and be an articulate, confident, energetic, enthusiastic, well-groomed self-starter with a clean DMV. Outside sales or route-work experience a plus, but not mandatory.

SALES COORDINATOR

N.S.A.
Roseville, CA 95678
916/925-2356 (day) or 781-3360 (eves)
Attn: Teresa Dahlig / Distributor

30-60% commission depending on volume; potential \$5000-8000/mo (PT) or \$10,000+/mo (FT). Many bonuses available. Xint benefits include medical/dental ins. Call for appt between 9-5 Mon-Fri (day phone) or evenings/weekends; RTJJ. Sell/distribute home & commercial water treatment units which provide fresh, clean, bottled-quality water straight from the tap for \$.03/gallon. FT or PT entry-level positions. Fast-growing distributing company has been in business 20 yrs. Must be a serious professional with the desire to earn & grow. Good opportunity for housewives, students & business people.

SALESPERSON

Semco Corporation
1400 Coleman Avenue, Suite 621
Santa Clara, CA 95050
408/496-6640

Attn: Famida / Office Manager
\$1700/mo base salary + 15% commission to start DOE (negotiable) and medical ins. Call for appt or send resume; RTJJ. Sell equipment (such as liquid level sensor systems) to commercial accounts, mostly by phone. Protected accounts. Minimal travel. Excellent opportunity for professional growth with this 12-yr-old semiconductor equipment manufacturer. Must be a personable, ambitious, responsible self-starter. Prefer 1 yr sales experience. EOE



If you enjoy a competitive atmosphere and would like to be part of the largest and fastest-growing independent recruitment advertising publication in the country, we'd like to talk with you.

- ♦ \$1000/mo salary plus commissions on all sales. First-year earnings up to \$30,000. Excellent benefits after probation period, including employer-paid medical/dental insurance, paid holidays and paid vacation.
- ♦ Our thorough training program will prepare you to help employers with their recruitment advertising needs.
- ♦ As an employment specialist, you will contact employers to establish new accounts and service existing clients in a specific industry.
- ♦ Comfortable, new offices in the South Natomas area of Sacramento. Hours 8:00-5:00 Mon through Friday.
- ♦ Full-time positions require previous sales, customer service, or heavy telephone experience. Strong people skills, professional appearance, good spelling & grammar, and math aptitude also necessary.
- ♦ We are an AA/EEO employer. Physically disabled and senior citizens are encouraged to apply.

Apply in writing with complete work and salary history to:

Karri Martin / Personnel, 2535 Capitol Oaks Drive, Suite 100, Sacramento, CA 95833

Join Our Team of Employment Specialists!

SALES REPRESENTATIVE / MANAGERS

N.S.A. of Sacramento
3400 Watt Avenue, Suite 205
Sacramento, CA 95821
916/973-1255
Attn: Michael Meyer
\$3-60% commission with unlimited potential (\$100,000+/yr possible with no sales experience). Our reps have made \$15,000 in 1 mo., working only 5 hrs/wk. Call for appt or more information. Show water treatment products that sell themselves. No territory limitations or cold calls. Full & part-time flexible hrs. We're a leader in the home & commercial water treatment industry, one of today's fastest-growing fields. No sales exp necessary. Great for students, housewives, retirees, or anyone wanting to supplement their income. EOE

When filling out applications, be neat (print), check the spelling of names, places, addresses and dates (carry a "master application" that contains this information), and never leave sections blank — use N/A (not applicable) or DNA (does not apply).

SALES SUPPORT ENGINEER

RGB Technology
2550 9th Street
Berkeley, CA 94710
Attn: Carl Lyle / Vice President
\$22,000-32,000/yr DOE, plus xint bft package. Send resume. Organize & manage company's product demonstration effort and assist customers with technical questions; opportunity to participate in trade shows and product demonstrations. Involves travel. Xint opportunity for college grads interested in a hi-tech industry career. FT Mon-Fri; flexible hrs may vary depending on trade show schedules. Small hi-tech equipment manufacturer requires college degree, good communication skills, and US citizenship. Technical degree preferred. Product training offered. Non-smoking office. EOE

SALESPERSON

California Restaurant Association
1600 K Street, Suite 100
Sacramento, CA 95814
Attn: Bob Sparks
\$18,000/yr plus commission, vacation & medical/dental insurance. Send resume (no phone calls). Salaried staff position responsible for chapter relations, membership sales, and current membership maintenance for this very large trade association. Involves local travel. Full-time flexible schedule Mon-Fri. Must be energetic & personable. 2 yrs restaurant, food sales, or marketing background preferred. EOE

SALESPERSONS (2)

Security Roofing, Inc.
P.O. Box 2450
Menlo Park, CA 94026
408/947-8811 or 415/591-7663
Attn: John Donello / Owner
60% of net profits, plus bonuses: \$75,000/yr income possible. Call for appointment. RTJJ. Call on homeowners needing new roofs, set inspection appointments, measure & draw diagrams. Work as an independent contractor, traveling through the Bay Area. Hrs vary; possible evening hrs. Roofing contractor offers competitive rates to residential customers. Must be self-motivated and unafraid of heights, with sales experience and a vehicle able to carry a ladder. Construction exp helpful. Training provided.

SALESPERSONS (2)

Rose Lady Company
746 Terry Street
Monterey, CA 93940
408/649-5565
Attn: Sandi / Manager
\$4.25/hr + tips & commission (\$10-14/hr potential earnings). Call for appt; RTJJ. Dress in old-fashioned costume and sell roses in restaurants & shops in Old Monterey (roses & costume provided). Approx 25 evening hrs/wk. Privately-owned company supplies flowers to local merchants & restaurants. Must be over 21 and have own car. AA/EOE

Sales / Telemarketing

positions available with a company in business for 36 years. Sell a needed service product to our existing customers.

\$350/wk "+" in commission

Excellent telephone sales skills with 1 yr exp required. Future management with growth in this dept can be expected.

Call Ms. Kay
(916) 488-6622
for more info & application procedure

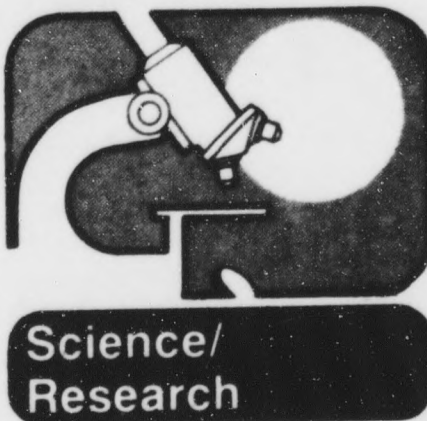


TELEMARKETING REPRESENTATIVES (6)

Trillian Computer Corporation
372 Turquoise Street
Milpitas, CA 95035
408/942-1791
Attn: Ray Burchard / General Manager
\$4.50/hr plus commission. Call for more information. RTJJ. Telephone within assigned areas throughout the US, promoting personal computers and work stations for potential sales follow-up by area managers. Entry-level position offers excellent advancement opportunities. FT Mon-Fri; hrs depend on assigned territory (West Coast area hrs are 8-5). National personal computer manufacturer has been in business 6 yrs. Must be punctual, self-assertive, able to follow through in duties, and have excellent phone voice & manners. Prefer HS graduate with PC knowledge. Must have right to work.

TELEMARKETING

Friesell Brothers Inc.
11 Davis Avenue
Freedom, CA 95019
408/722-8101
Attn: Linda or John / Personnel
\$300/wk DOE/DOQ, plus commission opportunities. Company benefits include medical insurance, vacation plan, and sick leave. Send resume or call for interview. RTJJ. Market cut flowers to wholesalers across the country. Will be in charge of servicing existing accounts in addition to establishing new leads. This is a Monterey-based operation that has been shipping cut flowers & green plants across the nation for over 18 years. Hrs 7-3 Mon-Fri and 7-12noon Sat. Telemarketing experience desirable. Should be energetic, mature and able to close sales.



CYTOTECHNOLOGIST

Central Diagnostic Laboratory
18408 Oxnard Street
Tarzana, CA 91356
800/382-3322
Attn: Brian / Personnel
\$16-24/hr + 2 wks vacation, 10 holidays & 10 sick leave days/yr, and medical/dental & life ins. after 3 mos. Send resume; RTJJ. Interpret lab smears for nation's largest independently owned clinical laboratory. Full-time position; flexible day & night shifts. \$100 million/yr reference laboratory works with doctors, clinics, and hospitals. Requires ASCP and/or CA certification as a cytotechnologist. Must have right to work. AA/EOE M/F/V

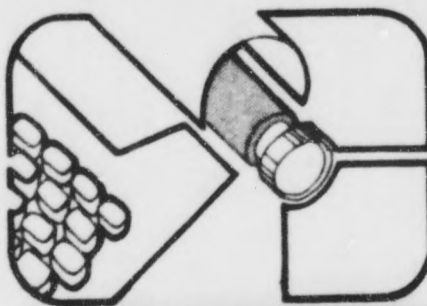


QUALITY CONTROL TECHNICIAN

Bio-Rad Laboratories
1000 Alfred Nobel Drive
Hercules, CA 94547
Attn: Human Resources, Department 5546
Salary commensurate with experience plus excellent benefits. Please send resume and salary history. Continued growth at this leading biotechnology company has created the need for both clinical laboratory technicians & quality control technicians to work in our advanced laboratories on projects of high social worth. Full-time position with an easy commute! This position requires problem-solving & analytical skills of laboratory methods, with an AA/BS degree in a life sciences field a real advantage. Must have 2+ yrs lab experience. AA/EOE

RESEARCH ASSISTANT

Campbell Institute for Research & Technology
Route 1, Box 1314
Davis, CA 95616
916/753-2116
Attn: Dr. De Verna / Principal Scientist
\$20,000-27,000/yr DOE (FT career position) plus complete benefit pkg. Send resume, transcripts & 3 references; RTJJ. Set up & implement field/greenhouse experiments & plant tissue cultures; provide greenhouse pest control; and supervise staff of 2+ at this plant research division of Campbell Soup Company. Req BS in agriculture or related field and relevant exp, OR master's in agriculture or related field. Must be motivated, enthusiastic, and have good organizational skills. Knowledge of statistics, field experimentation, plant genetics, and personal computers desirable. AA/EOE



Secretarial/General Office

CLERICAL PERSON

R.T. Roofing
2624 Lavery Court
Newbury Park, CA 91320
805/493-1888
Attn: Jack Tierney / General Manager
\$8-9+/hr. Call for appt as soon as possible. RTJJ. Responsible for typing, word processing, supporting sales staff, purchasing & production control, and sales follow-up. Hrs 8-5 Mon-Fri plus occasional evenings hrs (adjusted accordingly). Small, dynamic roofing company (20-25 on staff) has been in business 4 yrs. Requires 50 wpm typing, 10-key by touch, and word processing exp. Must be friendly, outgoing, detail-oriented, and have ability to follow up and work with minimal supervision. Car req.

CUSTOMER SERVICE - COUNTER

Country Rental Center
15721 Los Gatos Boulevard
Los Gatos, CA 95030
Attn: Mack / Branch Manager
\$350/wk to start DOE, plus vacation, holidays, sick leave, and medical/dental ins after 90 days. No phone calls please. Apply in person; RTJJ. Fill out rental contracts, collect money, assist customers with information, and answer phones. Full-time flexible hrs (must be avail some weekends). Busy, fast-paced equipment company rents trucks, trailers, construction equipment, furniture & partyware, etc. Requires HS graduate, some retail or customer service experience, CDL, and DMV printout. Must be friendly, personable, and neat in appearance. Good math skills a plus. EOE



DATA ENTRY / CLERK (part-time)

California Job Journal
2535 Capitol Oaks Drive, Suite 100
Sacramento, CA 95833
Attn: Jackie Abeyta / Ad Services Supv
\$6-8/hr DOE. Send application or resume & cover letter. Working from prepared information, compose classified job listings on IBM-AT computer; and perform general clerical duties. Hrs 4-8pm Mon-Fri with possibility of expanded hrs/days as workload increases. Growing recruitment publication has attractive, new offices (non-smoking) in South Natomas. Requires outstanding writing, proofreading & editing skills; excellent spelling, grammar & usage; and heavy typing/data entry exp (50 wpm). Must be accurate and able to handle detailed assignments. EOE H



GENERAL OFFICE CLERK (part-time)

Emigh Hardware
3555 El Camino Avenue
Sacramento, CA 95821
916/482-1900
Attn: Robin Wussow / Office Manager
\$4.50/hr to start. Call between 8-1 for more information or apply in person anytime. Handle accounts receivable, light typing, 10-key, answering & routing phone calls, some computer input, and customer service. 28 hrs/wk; 4:30-9:30 Wed-Fri, 10:30-6:30 Sat & 9:30-5:30 Sun. Family-owned hardware & garden retailer has been in business since 1908. Requires typing & 10-key experience. Must be very responsible & people-oriented. Customer svc exp preferred. Ideal for college students. EOE

GENERAL OFFICE SALESPERSON

The Sign Dept.
27-B Bonaventura Drive
San Jose, CA 95134
Attn: Paul / President
\$320-375/wk DOE, plus Kaiser medical/dental ins after 90 days. Send resume; RTJJ. Answer phones, fill out work orders & greet customers. Hrs 8-4:30 Mon-Fri. Small, 43-yr-old sign-making company (locations in Sacramento, Oakland & San Jose) specializes in real estate, commercial & storefront signs, show cards and banners. Requires CDL. Some customer service experience desired, but will train ambitious, hardworking person. EOE

GRAPHICS COMPOSITOR

University of California
TB-122
Davis, CA 95616
916/752-0531
Attn: Employment Office (#8-1586)
\$1588-1875/mo DOE/DOQ, plus excellent benefits including vacation, holidays, sick leave, and medical/dental & vision insurance. Call or visit between 10-2 Mon-Fri for proper forms; file by 12/5 Input, compose, edit & output text/graphics using digital hardware applications at UC Davis, one of 9 UC campuses. Hrs 8-5 Mon-Fri. Requires digital graphics workstation skills and skill at determining line length, print size, type style, leading, etc. Must take typing test (call 752-1760). AA/EOE

OFFICE MANAGER

Classic Glass Company
917 Water Street
Santa Cruz, CA 95062
408/426-3675
Attn: David Rasmussen / Owner
\$12/hr DOE/DOQ + bfts (to be discussed). Call for info, apply in person, or send resume, refs & salary history/reqs; RTJJ. Oversee all office procedures including supervising 3-4 employees, writing reports, scheduling company jobs & personnel hrs, typing, and handling payroll & customer billing. Hrs 8-5 Mon-Fri. Established, growing firm, in business since the 1930s, installs glass in cars, houses, and offices. Req detail-oriented professional with good math, written & grammar skills, and ability to deal with public and meet deadlines. Prefer minimum 3 yrs office experience in the glass trade. EOE

Career success depends more on *Attitude* than *Aptitude*.

PROOFREADER / PLATE CHECKER

Califorms Printing Company
697 Lenfest Road
San Jose, CA 95133
408/926-3676
Attn: Jim Cardoza / Pre-press Supervisor
Up to \$9.00/hr DOE, plus vacation, holidays, sick leave, medical, dental & vision ins, and stock ownership plan. Call for more information or apply in person; RTJJ. Proofread printed forms. Hrs 7:30-4 Mon-Fri. Business forms manufacturer requires good English, grammar & spelling skills. Experience preferred but not necessary; will train right person. AA/EOE Employer M/F/H/V

PUBLICATIONS ASSISTANT

Rancho Santiago College
17th Street at Bristol
Santa Ana, CA 92706
714/667-3320
Attn: Personnel Services
\$1397-1783/mo DOE/DOQ, plus vacation, holidays, sick leave, employee/dependent medical insurance contribution (\$480/yr) & PERS. Call/visit for district appt; file by 1/18. Under supervision, operate bindery equipment, electrostatic copier, collator, paper drill & stitcher; perform gen equipment maintenance and clerical counter work including pricing/out/billing jobs; & distribute completed work. 40 hrs/wk, 10-7 Mon-Fri; 12 mos/yr. Req ability to learn equipment and exp & training equiv to 6 mos clerical work involving print shop ops. Must know modern ofc practices & record keeping cost & filing procedures. AA/EOE

RECEPTIONIST

St. Paul's Towers
100 Bay Place
Oakland, CA 94610
415/835-4700
Attn: Pat Mighetto / Administrative Asst
Salary negotiable plus great bfts incl vacation, sick leave, holidays, and health & vision ins. Call for appt or more info. Duties include operating a Dimension 400 switchboard, preparing monthly deposits, sorting ofc mail, and writing up credit charge slips. Great advancement opportunity for motivated individual. Hrs 8:30-5 Mon-Fri. Retirement SNF near Lake Merritt has excellent working conditions. Must work well with others, enjoy working with the elderly, and be a well-groomed individual with excellent communication & interpersonal skills. Willing to train, but experience preferred.



RECEPTIONIST (part-time)

TLC S.E. Inc.
3034 Scott Boulevard
Santa Clara, CA 95054
408/486-8300
Attn: Personnel
Salary DOE, plus prorated vacation. Call for appt between 8-5; RTJJ. Entry-level position responsible for answering & handling incoming calls, taking messages, and performing general office duties including light typing and filing. PT, morning hrs 8-12noon Mon-Fri. Computer power specialist/distributorship has been in business 7 yrs and is currently expanding throughout the Western states. Must have excellent English communication skills, and be friendly, courteous & professional. Computer skills a plus. EOE M/F/H/V

RECEPTIONIST (part-time)

University of California
Office of the President
192 University Hall
Berkeley, CA 94720
415/642-9897
Attn: Personnel Services
\$10,470/yr to start + excellent benefits. Call for more info & application; send resume by 12/2. Greet & assist visitors, perform a variety of general clerical duties including answering phones & taking messages, scheduling conference rooms, light typing, and making some travel arrangements. Position is in Oakland at the University of CA campus. PT, 8am-1pm Mon-Fri. Requires 2 yrs receptionist or equivalent experience, 40 wpm typing, and good clerical & communication skills. A self-starter able to work with minimal supervision is highly desirable. AA/EOE (PT #8-16-899)

RECEPTIONIST / SECRETARY

Pure-Best Water
2531 Del Monte
West Sacramento, CA 95691
Attn: Personnel
Salary DOE, plus medical/dental insurance. Send resume. Perform a variety of clerical duties including answering phones, typing correspondence, and setting up appts for sales staff. Hrs 8:30-5 Mon-Fri. Company supplies & delivers refreshments (coffee, soft drinks) to businesses in the Sacramento area. 50 wpm typing desired. Knowledge of Word Perfect a plus. No experience necessary; will train. EOE

RECEPTIONIST / SECRETARY (part-time)

ERA - A&C Properties & Investments
4996 Cherry Avenue
San Jose, CA 95118
408/723-0102
Attn: Al Ching / Owner
\$7/hr. Call for appt; RTJJ. Responsible for answering phones, light typing, data entry, filing, scheduling appointments, and light book-keeping. Part-time, flexible hrs (10-25 hrs/wk). Office with 15 on staff is a member of one of the nation's largest real estate franchises. Requires high school graduate with 30wpm typing, accounts payable/receivable experience, and good telephone skills. Must be dependable, good with figures, and have an ability to juggle schedules.

SECRETARY

J.P.L. Realty & Investments
6400 Moraga Avenue, Suite 6
Oakland, CA 94661
415/339-9825
Attn: Ada Louie
\$1400-1900/mo plus holidays, sick leave, medical insurance after 3 mos, and 2 wks vacation after 1 yr. Call for more information. Perform heavy word processing (Wordstar) and general office management duties (making copies & monitoring supplies) and answer heavy phones. Hrs 8:30-5 Mon-Fri. 8-agent real estate firm requires word processing & phone answering experience. Must be organized, hardworking, people-oriented HS graduate with good basic English skills. EOE

SECRETARY

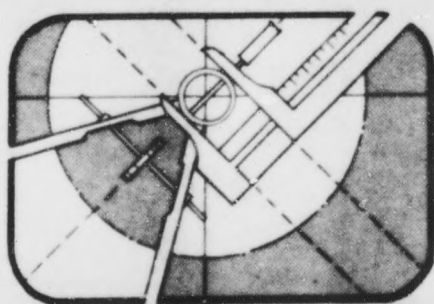
California Restaurant Association
1600 K Street, Suite 100
Sacramento, CA 95814
Attn: Bob Sparks
\$1200/mo plus paid parking, vacation, and medical/dental insurance. Send resume (no phone calls). Perform general clerical duties including typing, taking shorthand, and handling phones. New position with very large, growing trade association headquartered in Sacramento. Hrs 8:30-5:30 Mon-Fri. Requires secretarial experience, 70 wpm typing, and 100 wpm shorthand. Non-smoking office. EOE

SECRETARY

A.B.A., Inc.
P.O. Box 2274
Citrus Heights, CA 95611
Attn: D. Williams
Salary DOE, plus \$100/mo allowance for cafeteria benefit plan. Send resume & salary history/requirements. Responsible for basic secretarial duties including typing, filing, answering phones, and setting appointments. Hrs 8-5 Mon-Fri. Corporate benefit planners offer cafeteria plans and write individual or group health & life insurance policies. Requires minimum 2 yrs secretarial experience. Must be energetic, motivated self-starter with an ability to work without much direction. EOE

TRAFFIC CLERK

National Captioning Institute
Department KEB
1443 Beachwood Drive
Hollywood, CA 90028
213/469-7000
Attn: Karen Bermeo / Personnel
\$1500/mo + vacation, holidays, sick leave, pension, and medical/dental, life & vision ins. Call for appt or send resume & salary history/reqs; RTJJ. Entry-level position responsible for heavy phones, typing, and tracking schedules & deadlines. FT, 2-10:30pm Mon-Fri. Established in 1979, company provides entertainment industry with close-captioned programming for the deaf, and is headquartered in Fallsbrook, VA. Req 50-55wpm typing and 6mos office exp. Must be detail-oriented, have good written/verbal skills, and be able to handle pressure. US citizenship req. AA/EOE M/F/H/V



Technical/ Engineering

ASSOCIATE PLANNER

Sacramento Area Council of Governments
P.O. Box 808
Sacramento, CA 95812-0808
916/441-5930
Attn: Personnel

\$2756-3350/mo plus excellent benefits. Call or write for information & application; file by 1/20/89. Manage & participate in major transportation planning projects including micro-computer-based transportation models; provide complex technical assistance in regional transportation planning. Full-time. Requires bachelor's degree with major in planning, community development, urban design, or related field; 3 yrs professional planning experience; knowledge of computers & transportation analysis; outstanding written expression; and good analytical ability. AA/EOE M/F/H

ASSOCIATE PLANNER

City of Oxnard
325 South A Street
Oxnard, CA 93030
805/984-4655

Attn: Personnel & Employee Relations
\$2890-3526/mo + 7% PERS, vacation, holidays, sick leave, and health ins. File city app by 12-9 RTJJ. Apply professional knowledge & skills to various municipal planning, zoning & environmental problems, including preparation of specific reports & plans with opportunity for independent judgment in planning work details and making technical determinations. FT. Req BA or equiv in urban/regional planning, economics, architecture/landscape architecture, or related field considered useful in City planning; and 3 yrs responsible professional exp in urban planning dept. Right to work req. AA/EOE

A resume is often a prospective employer's first impression of you. Package yourself attractively. Highlight your strengths and your outstanding accomplishments.

CIVIL ENGINEER

City of Coalinga
160 West Elm
Coalinga, CA 93210
209/935-1533
Attn: Personnel

\$34,248-42,060/yr (negotiable within range) + 7% PERS and benefits. Call or write for position profile; file resume immediately (open until filled). Coalinga is seeking an experienced civil engineer to perform a wide variety of professional engineering duties for the city and redevelopment agency. FT. A rural community along the eastern base of the coastal mountains. Coalinga has average housing prices from \$65,000 to \$75,000. Req independent self-starter with CA civil engr registration (or ability to obtain within 1 yr), able to supervise & manage a variety of programs under general supervision.

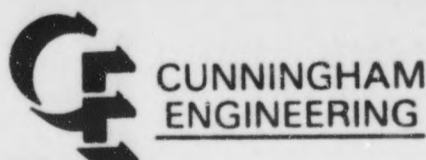
ENGINEERS

John Carollo Engineers is actively seeking qualified, career-oriented sanitary engineers for our Walnut Creek, CA, Fountain Valley, CA, and Phoenix, AZ offices.

This position requires a BSCE & MS, and a min of 4 yrs related experience in the water & municipal waste water treatment fields. Responsibilities will include water & wastewater treatment design & report writing. Strong writing skills are a must.

John Carollo Engineers, a consulting civil/sanitary engineering firm, has been serving western United States clients for 35 yrs. We offer a challenging, progressive team atmosphere and a competitive compensation package. For immediate consideration, send resume in confidence to: Personnel Dept.

John Carollo Engineers
450 N. Wiget Lane
Walnut Creek, CA 94598



CIVIL ENGINEER

Cunningham Engineering Company
123 C Street
Davis, CA 95616
916/758-2026

Attn: Charles Cunningham
Negotiable salary DOE/DOQ, plus benefits. Send resume. Design residential subdivisions, commercial projects, and municipal improvements. Full-time position (40 hrs/wk). Civil engineering office has 5 employees and offers a pleasant working environment and innovative, challenging projects. Requires minimum 3 yrs experience in residential or commercial design. CE registration preferred.

DRAFTER

Belden Incorporated
395 MacArthur Boulevard
San Leandro, CA 94577

Attn: Anne Balthazor / Office Manager
Competitive salary DOE + excellent benefit pkg including medical/dental insurance and profit sharing. Send resume. Under the direction of the designer, draw lighting & power systems. Excellent opportunity for college grad (company encourages advancement from within). Hrs 8-5 Mon-Fri. Fast-paced, friendly East Bay electrical engineering firm has 20 yrs exp and specializes in electrical designs for major grocery & department store chains. Requires HS diploma, college drafting course, and excellent lettering ability. Must be good team worker. CAD exp desired. Non-smoking office. EOE

DRAFTSPERSON

Anderson & Associates Engineering
3040 East Olive Avenue, Suite 103
Fresno, CA 93701
209/485-1300

Attn: Mary / Secretary-Treasurer
\$4.25/hr and up DOE/DOQ. Call for interview. RTJJ. Civil engineering firm has been in business 45 yrs. Hrs 8-5 Mon-Fri. Req minimum 1 yr exp and good freehand inking.

ELECTRICAL DESIGNER

Belden Incorporated
395 MacArthur Boulevard
San Leandro, CA 94577

Attn: Anne Balthazor / Office Manager
Competitive salary DOE + excellent benefit pkg including medical/dental insurance and profit sharing. Send resume. Design lighting & power systems and interface with clients. Some drafting work may be required. Hrs 8-5 Mon-Fri. Fast-paced, friendly, East Bay electrical engineering firm has 20 yrs exp and specializes in electrical designs for major grocery & department store chains. Requires 5 yrs exp designing lighting & power systems; and ability to take directions, handle deadlines, and work in a non-smoking, team-oriented environment. College diploma in engineering desired. EOE

ENGINEERING PLANNER

Explosive Technology, Inc.
P.O. Box KK
Fairfield, CA 94533
Attn: Ben Callis

Competitive salary DOE, plus benefits. Send resume. Manufacturer of explosive-actuated devices for the aerospace industry has immediate opening for an engineering planner to prepare & monitor schedules for engineering projects, coordinate program requirements, and assist engineers with budgeting, planning & preparation of procedures. Full-time position. Requires associate's degree in business or related field; 3 or more yrs experience with aerospace products & procedures; and exp in a manufacturing environment. EOE M/F/H/V

ENGINEERING TECHNICIAN

City of Coalinga
160 West Elm
Coalinga, CA 93210
209/935-1533
Attn: Personnel

\$1630-2007/mo plus 7% PERS and benefit package. Apply in person or call immediately to receive position profile & city application. Perform sub-professional engineering work related to design, estimating, field inspection & surveying. Full-time position. City is a rural community located along the eastern base of the Coastal Mountains and has average housing prices ranging from \$65,000-75,000. Minimum requirements include high school diploma or equivalent with experience in drafting & surveying.

To Advertise Call (916) 925-0800

GEOLOGIST / HYDRO-GEOLOGIST / ENGINEERING GEOLOGIST

Environmental Geotechnical Services
6707 Cherry Avenue
Long Beach, CA 90805
213/428-0288

Attn: Harold Durbin / VP of Engineering
\$36,000-96,000/yr and monthly bonus, plus 7 vacation days, 9 holidays, medical/dental ins, pension, and profit sharing after 90 days. Call for appt or send resume. RTJJ. Perform hazardous waste testing and handle remediation sales. Hrs 6:45-5 Mon-Fri. Company has state contractor's HAZ license for the remediation/removal of hazardous waste and \$2 million liability/errors & omission insurance (features hazardous waste clean-up coverage for all employees). Entry-level position available; will train. Non-smoker preferred. EOE M/F/H/V

MANUFACTURING ENGINEER

Explosive Technology, Inc.
P.O. Box KK
Fairfield, CA 94533
Attn: Ben Callis

Salary DOE, plus excellent benefit pkg including profit sharing, 401K plan, and relocation expenses if necessary. Call for appointment or send resume. Design and draft tooling & fixtures, work with in-plant machine shop; & outside vendors for development, and train employees in use of fixtures (CAD/CAM not available). Hrs 8-5 Mon-Fri. Government contract firm manufactures explosive-actuated devices for the aerospace industry. Requires BS degree in mechanical engineering or related technical field and 4+ yrs exp in design of tooling & fixtures. AA/EOE M/F/H

MAPPING SUPERVISOR

Lockman & Associates
249 East Pomona Boulevard
Monterey Park, CA 91754
213/724-0250

Attn: Joe Piotrowski / Human Resources Mgr
\$46,000-50,000/yr DOE/DOQ + medical/dental, life & vision ins after 30 days, and retirement plan. Call for appt or send resume & salary history/reqs. RTJJ. Direct the preparation of topographical & survey maps, and supervise & direct draftsmen and/or designers depending on project. Hrs 8-5 Mon-Fri. 24-yr-old consulting firm specializes in civil, environmental & land development engineering. Req min 5 yrs exp in subdivision mapping, calculations, field work, boundary determination, and preparation of legal descriptions. Prefer surveyor license & computer exp. Must have car and US citizenship. AA/EOE

Senior Environmental Engineer

5 to 8 years experience

Environmental Engineer

3 to 5 years experience

Civil Engineering Draftsperson

CADD experience preferred

Urban Planner/ Landscape Architect

1 to 2 years experience

Positions available in Sacramento and Walnut Creek offices. Excellent benefits, good working conditions and opportunity for advancement. Salary commensurate with capabilities and experience.

RVA

RAYMOND VAIL and ASSOCIATES

ENGINEERING PLANNING
ARCHITECTURE SURVEYING

1410 Ethan Way
Sacramento, CA 95825
(916) 929-3323
Attn: R. Baird
EOE

MASTER SCHEDULER

Explosive Technology, Inc.
P.O. Box KK
Fairfield, CA 94533
Attn: Ben Callis

Competitive salary DOE, + benefits. Send resume. Manufacturer of explosive-actuated devices for the aerospace industry has immediate FT opening for a master scheduler. Req min 2 yrs college (prefer AA degree in Business or related field); 7 yrs exp in design drafting, assembly ops or production planning; master scheduling exp in a job shop environment with ability to recommend time, attendance & job costing software used w/ an HP 3000 computer; knowledge of MRP software, preferably ASK MAN-MAN or Boeing PMS software programs; and exp in shop floor data collection systems using bar code data input. EOE M/F/H/V



Delta Environmental Consultants, Inc.

PROJECT ENGINEER

Delta Environmental Consultants, Inc.
11030 White Rock Road
Rancho Cordova, CA 95670

Attn: Mike Westerheim / Engineering Mgr
Salary commensurate with exp + xint bfts. Send resume and cover letter. Coordinate staff & resources to provide practical solutions in soil & ground water remedial design; prepare reports & proposals; and interface w/regulatory agencies & clients. Full-time. Full-service environmental consulting firm has 200+ employees nationwide. Req BS degree in civil/chemical engr; min 3 yrs exp in process engr, waste site remedial design & implementation, and soil & ground water assessments; xint problem-solving abilities and written/oral communication skills; and ability to obtain Calif PE registration. AA/EOE M/F/H/V

Never use your company's stationery or postage meter to mail correspondence to prospective employers. Most would consider such misuse unethical and an indication of poor judgment.

QUALITY ASSURANCE ENGINEER

Explosive Technology, Inc.
P.O. Box KK
Fairfield, CA 94533
Attn: Ben Callis

Competitive salary & benefits including relocation expenses. Send resume. RTJJ. Assure that all hardware meets all contractual quality requirements; prepare, review & approve documentation; and maintain liaison with customers. Full-time. 7:30-4 Mon-Fri. Company manufactures explosive-actuated devices for the aerospace industry. Requires a 4-yr technical or business degree, with 3 or more yrs quality assurance experience and exp with government contracting & procurement QE (quality engineering) inspection. Aerospace exp a plus. EOE M/F/H/V

SANITARY ENGINEER

Raymond Vail & Associates
P.O. Box 13815
Sacramento, CA 95853
916/929-3323

Attn: Alan Vail / Vice President
Negotiable salary commensurate with experience, plus excellent benefits. Send resume. Key position available in expanding environmental engineering department. Hrs 8-5 Mon-Fri. Good working conditions with this Sacramento-based engineering firm specializing in public works & land development projects throughout Northern & Central CA. Requires 3-7 yrs experience in the planning, design, and construction management of water/wastewater treatment facilities, pump stations, reservoirs & pipelines. Professional registration and MS degree desirable. EOE



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- Rental Shop
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- Lift Operators
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(916) 659-7453

or apply in person
between 8 am and 4:30 pm
Monday through Friday

Don't be afraid to negotiate your salary with employers. Eighty percent of the people who turn down a first salary offer get a second one.

—Kennedy's Career Strategist

TRAFFIC ENGINEER

City of Fairfield
1000 Webster Street
Fairfield, CA 94533
707/428-7396

Attn: Personnel Office
\$3431-4171/mo plus bfts. Call for more info or apply in person. Responsible for transportation planning, design, operations, and design & development plan review. Conduct traffic engr studies (speed, visibility & traffic signals); update master plan with computer forecasting model; develop policy statements; prepare plans, specs & written reports; and supervise other employees' work. FT. Requires 2 yrs professional engr exp and BS degree with major coursework in traffic, civil engineering, or transportation (or equiv combination). Must be CA registered professional civil or traffic engineer. AA/EOE



Miscellaneous

ACTIVIST

Acorn
1800% L Street
Sacramento, CA 95814
916/447-7692

Attn: Carol / Office Manager
\$165-400/wk guaranteed base + commission, paid vacation 3 holidays, and medical ins. Call for more info (9am-noon). Looking for meaningful work? Help women, the poor, and minorities fight back on issues such as rape, discrimination & slum housing; canvass for national legislation. FT positions with this 18-yr-old nonprofit grass roots community organization also avail in LOS ANGELES & WATSONVILLE. Hrs 1-10 Mon-Fri, plus 9-5 two Sats/mo. Must be articulate, politically motivated, and have good communication skills. Min 18 yrs of age preferred. STUDENTS ENCOURAGED TO APPLY FOR CHRISTMAS BREAK. EOE M/F/V



TRAVEL CAREERS

- 12-week course
- Financing available
- Job Placement Assistance
- Day and evening classes
- Airline computer training

TRAVEL WEST ACADEMY



Sacramento
(916) 921-9010

AEROBICS INSTRUCTOR COORDINATOR

Burlingame Athletic Club
888 Hinchley Road
Burlingame, CA 94010
415/697-1906
Attn: Tom / General Manager
\$1300-1500/mo DOE/DOQ, plus vacation, holidays, sick leave, and medical/dental ins after 90 days. Send resume, cover letter, refs & salary history/reqs; RTJJ. Teach 5-6 aerobics classes weekly; hire (& dismiss when req) teachers; do statistical analysis of classes (census data), budgeting, payroll; schedule instructors & class hrs; and market club events. FT schedule to be discussed. Health club, in business 9yrs, offers complete facilities incl fitness testing center. Req 4 yrs aerobics teaching exp and low-impact aerobics knowledge. Must be organized, dynamic, CP qualified, IDEA-certified, able to motivate.



Center
Unified
School
District

BUS DRIVERS

Center Unified School District
8408 Watt Avenue
Elverta, CA 95626
916/334-6700
Attn: Personnel
\$7.36/hr (permanent) and \$6.50/hr (part-time), plus medical/dental & vision ins for employee & family. File district application. Drive buses to & from schools in the mornings & afternoons and be responsible for children's safety. District includes 7 schools within a 5 to 7-mile radius and 3300 students in grades K-12. Full & part-time positions; variable hrs depend on assignment. Must have bus driver certificate or complete district-provided training classes. Requires CDL, DMV printout, and ability to work with children.

"Restlessness and discontent are the necessities of progress."
-Thomas Edison

CAB DRIVERS

Monterey Yellow Cab
623 Olympia
Seaside, CA 93955
408/646-1234
Attn: Mary / Office Manager
\$45 per shift plus medical insurance after 90 days. Apply in person; RTJJ. Full-time; 12-hr shifts, 5 days/wk plus overtime. Company, in business 40 yrs, is seeking safe drivers who are familiar with the Monterey area. Must be at least 23 yrs old, a HS graduate, have excellent verbal skills, be dependable, friendly, professional, responsible, and enjoy working with the public. Requires CDL, DMV printout, and US citizenship. AA/EOE

CHILDCARE SPECIALIST

Childcare Specialist Center
409 North Camden Drive, Suite 207
Beverly Hills, CA 90210
213/278-8222
Attn: Sandra / Director
\$900-1400/mo; room & board, travel expenses, car, and health plan are all possible benefits. Call for interview; RTJJ. High quality training & placement firm seeks live-in childcare provider to care for children; assist with homework, drive to appointments, and give general care. Must be high school graduate, non-smoker, fluent in English, with driver's license and verifiable childcare references.

COSMETOLOGIST

Village Plaza Styling Salon
2379 Athens Avenue
Redding, CA 96001
916/243-1224
Attn: Donna
60% commission plus benefits. Call for appointment; RTJJ. Cut, style, perm & color hair for 6-person, full-service salon. Full-time position (salon hrs are 8-6 Tue-Sat). Requires CA cosmetology license. Must have well-established clientele and be a fun, creative person who enjoys a good working atmosphere. EOE

RANGER TRANSPORTATION

has immediate openings for
Class 1 Truck Drivers
and
Owner/Operators

Requires min 2 years O.T.R.
exp. Must be 23 years or older
(for insurance purposes).
Quick settlements and fuel
advances available.

Call Rich
at (916) 645-7789

COUNSELORS

Youth Homes
1537 Sunnyvale Avenue
Walnut Creek, CA 94596
Attn: Personnel
\$6.36-7.30/hr DOE/DOQ, + 5 wks vacation and 80% paid medical/dental ins (after 3 mos) for FT position. Send resume (please indicate full or part-time). Live-in counselor is responsible for daily follow-through of treatment plans for 6 adolescents. Travel to various job sites; consortium of 7 East Bay co-ed residential treatment group homes throughout Contra Costa & Solano Counties. FT/PT; 2-3 consecutive overnights/wk with 4 days off (days vary according to location & shift). Req residential treatment exp and valid CDL. Must be able to set firm limits. BA preferred, not required.

COUNSELORS (2)

Plumfield Children's Center
1485 Wright Road
Santa Rosa, CA 95407
707/544-1505
Attn: Barbara Prosniewski / Asst Director
\$900/mo DOE, plus vacation and medical ins after 120 days. Call for appt or more info. RTJJ. Act as parent role model and provide counseling & behavioral teaching for emotionally disturbed children. 40 flexible hrs/wk Mon-Fri (usually) plus overtime. Established center, in business 20 yrs, specializes in the treatment of abused & emotionally disturbed children. Requires HS diploma, experience or background in psychology or psychiatry, and good communication skills. Must be responsible and enjoy working with kids. Exp with children preferred. US citizenship req. EOE

COUNSELORS / TRAINING SPECIALISTS (2)

Spark Foundation
1720 Merrill Drive
San Jose, CA 95124
408/448-3953
Attn: Jean Gonsier / Program Director
\$6-7/hr plus health insurance. Call for appointment; RTJJ. Provide care for autistic adolescents and young adults, including training in everyday personal skills. Hrs & days vary, and include afternoons, sleepovers, weekdays, and weekends. 6-bed, nonprofit residential facility. Must be patient, responsible, energetic individual with HS diploma, ability to pass physical exam, and willingness to be fingerprinted. Some experience with developmentally disabled helpful. Training provided.

DRIVER (tractor/trailer)

Resource Driver Inc
P.O. Box 2810
Modesto, CA 95351
209/537-5744 or 537-4007
Attn: Edee or Teresa
\$22/mile plus full medical & vacation benefits after 1 yr employment. Call for appt (collect calls accepted); RTJJ. Load & unload heavy materials; drive 48 states hauling a variety of general freight for this carrier in its 9th year. Days or nights, 8-hour shifts driving home; routes take up to 3 wks. 1 yr verifiable on-the-road and tractor/trailer exp required. Must be 23 yrs old (for insurance purposes), have a current class I license, and a clean DMV record. Must be able to pass Dept of Transportation physical & drug screening. Team drivers encouraged to apply.

DRIVER / WAREHOUSE/ASSEMBLY PERSON

California Mattress Company
8880 Elder Creek Road
Sacramento, CA 95828
916/386-2701
Attn: Dane / Plant Manager
\$6/hr to start plus Kaiser insurance after 90 days. Apply in person between 10am-2pm. No phone calls please. Responsible for factory & warehouse work and deliveries. Duties include the assembly & delivery of mattresses and stocking of components. Full-time, Mon-Fri plus occasional overtime. Mattress company, in business 8 yrs, has a friendly atmosphere in a new building. Must be 25 or older (for insurance purposes) and be able lift mattresses. Class 1 CDL preferred, but not required.

FLORAL DESIGNER

Bloomster's
5945 Almaden Expressway, #B
San Jose, CA 95120
408/268-5518
Attn: Kren Rasmussen / Owner
\$7-8/hr DOE. Call for appt; RTJJ. Arrange floral displays using fresh flowers, silk flowers & appointments (leaves & cones, etc), and dried flowers & appts. Create commercial & individual display arrangements to customer specifications. Flexible schedule Mon-Sat. 1-yr-old floral company has a creative atmosphere and 6 employees. Req good communications skills and ability to take orders and fulfill artistic desires of the clients. Must be professional and detailed-oriented. Prefer general education skills and 1-1.5 yrs floral design exp. EOE

HAIRCUT STYLIST

Precision Cuts
3206 Pacific Avenue
Stockton, CA 95204
209/463-3308
Attn: Frances Toparo / Manager
\$4.25+/hr DOE, plus medical insurance after 60 days. Call for appt; RTJJ. Cut & style hair for men, women & children on a full or part-time basis. Work up to 37 hrs/wk. Established 1 yr, salon is a part of a growing group of precision-cut hairstyling stores in the Valley. Must be personable individual with CA license; experience preferred.

The Smile File
by Phil Frank



HAIRSTYLIST

A Head of Our Time
831 Water Street
Santa Cruz, CA 95060
408/425-5331
Attn: Tricia or Virginia / Owners
Station rental \$300/mo. Call for appt between 9-3 Mon-Sat; RTJJ. Independent contractor will cut hair, give perms & apply color for own clientele in this busy, well-established hair & nail salon. Full or part-time position. Set own hours. Open Mon-Sat. Must have current CA cosmetology license and own supplies. Chair provided.

HAIRSTYLIST

Sierra Style
1169 Ski Run Boulevard
South Lake Tahoe, CA 95705
916/541-8100
Attn: Steve Kowalsky / Owner
\$100/wk booth rental plus paid vacation, medical benefits, and cash incentives on product bonuses. Call or visit salon; RTJJ. Cut, perm & color hair and provide other services for unique, cozy hair & nail salon. Hrs 10-6 Mon-Sat. Requires CA cosmetology license and 2 yrs hairstyling exp. Must have own clientele.

HAIRSTYLIST

Precision 6 Hairstyling
231 G Street, Suite 4
Davis, CA 95616
916/758-6197
Attn: Manager
Hourly wage DOE, plus paid vacation & medical insurance. Call for more information. Perform salon-related services including cutting, perming, cellophanning, styling & braiding hair; and operate cash register. Full-time; 10-6, five days/wk. Busy, well-established salon requires cosmetology license. Clientele & experience not necessary.

HAIRSTYLIST & MAKE-UP ARTIST

The Color Studio
10 West Bullard Avenue, #104
Clovis, CA 93612
209/298-8000
Attn: Doris / Manager
60% commission on sales. Call for appointment; RTJJ. Perform hair and makeup design & consultation, and make class presentations. Full-time; 10-5 Tue-Sat (may vary). Full-service image consulting salon seeks well-groomed, creative, personable, career-oriented person. Must be licensed cosmetologist with minimum 1 year experience. EOE

Bus Drivers

We are looking for a few more reliable full & part-time drivers to work out of our Northern Calif facilities. Position could lead to a full-time opportunity.

REQUIREMENTS:

- ◆ Must have a valid tour bus operator's certificate.
- ◆ Must have at least 2 yrs over-the-road exp with heavy equip.
- ◆ Must successfully pass a company-paid substance abuse test.
- ◆ Bring clean DMV printout.
- ◆ Due to insurance, minimum age 25 years.
- ◆ Full benefit package available.

Call (707) 746-7970
or (916) 444-7880
for more information

HAIRSTYLIST (2)

The Hair Company
2800 Mitchell Road
Ceres, CA 95307
209/538-3476 or 537-9090
Attn: Joyce Turner / Owner
Booth rental \$70/wk. Call for appt; RTJJ. Work as an independent contractor, cutting hair, giving perms, and coloring for this friendly, full-service salon. Some walk-ins. Set own hours between 9-6 Mon-Sat. Requires CA cosmetology license and own supplies. Must have some clientele. Chair & towels provided.

HAIRSTYLISTS (2)

About Hair
Kings Trading Post, Highway 50
South Lake Tahoe, CA 95731
916/544-3455
Attn: Pam Lynn / Owner
50-60% commission or \$300-350/mo booth rental (with your own clientele). Call/visit salon with resume; RTJJ. Immediate opening for licensed, energetic hairstylists to shampoo, cut, perm, groom & style hair in this established (9 yrs) salon. Full or part-time positions with flexible schedule between 9-30-5, Tue-Sat. Requires state board cosmetology license. Must have own clientele to rent booth. Chair & towels provided.

Your resume is a reflection of you. It often reveals how you think, how well organized you are, and how effectively you can communicate.

HOUSEKEEPER / WAITRESS

Villa Serena
1340 Pomeroy Avenue
Santa Clara, CA 95051
408/296-7233
Attn: Colleen Upright / Manager
\$5/hr + vacation, sick leave, and Kaiser medical ins after 3 mos. Call for appt; RTJJ. General duties include cleaning rooms and serving lunch & dinners. Hrs 9-6 Thu-Mon. Situated in a 12-acre garden setting, senior citizen retirement community features sit-down dinners and general housekeeping of all rooms each day. Must speak English and have good communication skills, a patient personality, and ability to get along with the elderly. Prefer 1-2 yrs housekeeping experience. High school education a plus.

DRIVERS

SuperShuttle
Airport Ground Transportation System

Join A Winning Team!

We are looking for full and part-time drivers. College students encouraged to apply.

- ◆ Medical and dental benefits available.
- ◆ For insurance purposes, must be 21+ years of age.
- ◆ DMV printout not more than 10 days old.
- ◆ Social Security Card.

Apply in person:

700 16th Street
San Francisco, CA
Mon-Fri 8am - 4:30pm
Sat 9am - 1pm

Ceco/Windsor Door

INVENTORY CONTROL ANALYST

Ceco/Windsor Door
1370 Furneaux Road
Marysville, CA 95901
916/743-1851
Attn: Teresa Holmes / Human Relations
\$1500-1650/mo DOE + spending account, salary deferral, and medical/dental & life ins. Send letter of app, resume & transcript by 11/23. Perform various duties relating to inventory control for overhead garage door manufacturer. Develop new inventory control methods; relay expectations to vendors relating to purchases, QC & cost savings; arrange transport of product; and develop inbound goods inspection, production history system & product stock reqs. Full-time. Req BS in industrial tech or equiv, knowledge of current/relevant inventory control systems, and xint communication, ofc & math skills. EOE M/F

INVENTORY COUNTERS (permanent PT)

Valley Inventory Service
1102 Missouri Street
Fairfield, CA 94533
Attn: Michelle / Personnel
\$5/hr and up to start DOE, plus paid transportation to job site and medical insurance after approximately 90 days. Apply in person between 9-5 Mon-Fri. Take physical inventory in Bay Area retail stores for the largest independent Northern CA inventory service. Involves travel from Fairfield to the Bay Area. POSITIONS ALSO AVAILABLE IN FREMONT (call Michelle, 415/794-3617). Permanent PT, early morning hrs (approx 4am); night & weekend shifts avail. Must be 18 or older. 10-key skills a plus, but not mandatory. No exp req; will train. Students & housewives encouraged to apply. EOE



INVENTORY TAKERS (30, PT permanent)

Inventory Auditors, Inc.
2500 Marconi Avenue, Suite 215
Sacramento, CA 95821
Attn: Office
\$4.25/hr during training; \$4.50/hr and up thereafter, depending on productivity. Job site allowance for all locations outside 25-mile radius. Apply in person between 9-4 Mon-Fri. Take inventory for retail businesses; use a 10-key calculator. MANAGEMENT TRAINING POTENTIAL. Involves travel to Reno & the Bay Area; transportation provided. Permanent position, 20-25 hrs/wk; early morning shift availability needed. West Coast firm has 23 offices from CA to Denver. Requires basic math skills.

INVENTORY TAKERS (part-time)

Washington Inventory Service, Inc.
7300 Lincolnshire Drive, Suite 195
Sacramento, CA 95823
Attn: Julie Frattini
\$5-7/hr. Apply in person to above location or 3808 Auburn Boulevard, Suite 41-A. Inventory retail stores in & around Sacramento. Company provides transportation from office to job site. Great supplemental income for students or housewives. PT. With our flexible scheduling, you may work around school schedules or other jobs. Work early mornings, evenings, or weekends. Must have a valid driver's license, transportation to the office, and be at least 18 yrs old. Paid training; no experience necessary. 10 key exp helpful.

D & S MOVERS

We are a growing company, searching for people to grow and expand with us. We are looking for people with experience in all phases of the moving and storage industry. We are currently accepting applications for the following positions:

- ◆ Warehouseperson
- ◆ Class 1 drivers & helpers (local & long-haul)
- ◆ Salesperson
- ◆ Billing clerk
- ◆ Dispatcher
- ◆ Bookkeeper
- ◆ Panel systems installers

CALL
(916) 371-3929

MANICURIST

A Head of Our Time
831 Water Street
Santa Cruz, CA 95060
408/425-5331

Attn: Tricia or Virginia / Owners

Booth rental \$300/mo. Call for appt between 9-3 Mon-Sat; RTJJ. Provide manicures, pedicures, and apply acrylic & silk nails for this established hair & nail salon in Santa Cruz County. Full or part-time position as an independent contractor. Set own hrs & days. Open Mon-Sat. Must have a current CA manicurist license, own clientele, and supplies. Table provided.

MESSENGER / COURIER (part-time)

Specialized Messenger Service
1275 Halyard Drive, Suite 800
West Sacramento, CA 95691
916/372-2277

Attn: Janet Cole / Operations Manager

\$7.50/hr to start (\$4.25/hr wage plus \$3.25/hr mileage) + quarterly incentives after 90 days. Call for more info or apply in person. Reliable, dependable courier svc seeks individual to make pick-ups/deliveries primarily to businesses and some residences. PT, on-call position (work some nights); may become full-time. Company has been serving Sacramento 8 yrs. Req knowledge of Sacramento, map-reading ability, own economy vehicle (1983 or newer), DMV printout, CDL, and ins (\$100,000/person liability, \$300,000 per occurrence, \$25,000 property damage). Must be reliable & dependable. Training provided.

MODELS / ACTORS

L. Agency Models & Talents
870 Market Street, Suite 1215
San Francisco, CA 94102
415/433-2612

Attn: Personnel

\$50-150/hr DOE/DOQ. Send resume with composite card or call for appointment; RTJJ. Looking for new faces, all ages, to represent for print, TV commercials, industrial video, voice-over and film. Part-time opportunities with this leading Northern CA fashion & commercial modeling agency. Scheduling and assignment depends upon client needs. Must be professional, talented, dependable and reliable.

**To Advertise Call
(916) 925-0800**

NIGHT GROUP COUNSELOR

Orange County
Hall of Administration
10 Civic Center Plaza
Santa Ana, CA 92701
714/834-2844

Attn: Personnel

\$1409-1775/mo DOE/DOQ, plus \$8-13/hr for extra-help and \$5.00/hr pay differential for nights. Continuous filing; RTJJ. Provide safety & security for the children at Orangewood Childrens Home during sleeping hours; admit & process children entering the home and provide crisis counseling. FT. Must be able to remain alert & awake during prolonged periods at nights. Requires some knowledge of psychological, sociological or behavioral factors related to dealing with children.

**OWNER / OPERATOR (5)**

Southwest Truck Service
Watsonville, CA 95077
408/724-8514

Attn: Jerry / Safety Director

Variable salary (percentage rates). Call for more information. Now seeking owner/operators with late-model tractors to pull 48-foot refrigerated company trailers within CA and between CA & Arizona. Full-time (7-day operation). Growing trucking company has been in business 26 yrs. Requires CAL-T permits, class 1 CDL, clean DMV printout, and 1 yr experience involving refrigeration.

OWNER / OPERATORS (10)

Athens Transportation Systems
1100 South Main Street
Milpitas, CA 95035
408/263-1701

Attn: Greg Thompson / Terminal Manager

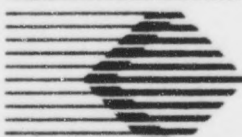
70% of gross per load. Call for appt; RTJJ. Contract haul general & refrigerated commodities throughout the Northern CA area. Full-time variable hrs Mon-Fri plus optional Sats. Independent trucking company, in business, 50 yrs, specializes in hauling hazardous & refrigerated commodities in 3 types of trucks (piggyback, flatbed & refrigerated). Requires liability, property, and cargo & trailer insurance, own tractor, class 1 CDL, and DMV printout. Must be an honest, dependable hard worker. EOE M/F/V

PICTURE FRAMER

Framer's Place
1849 Pacific Avenue
Stockton, CA 95204
209/463-4432

Attn: Lauri Berg / Owner

\$5-7/hr negotiable DOE. Call for appt; RTJJ. Assemble custom-made picture frames of all types, sizes & concepts using current professional equipment; work in a retail store (some customer contact). Full or part-time; 20-40 hrs/wk. Exciting, independently owned retail picture frame store has been in business 8 yrs. Requires 1 yr recent experience in a picture framing company using state-of-the-art professional mat cutters and framing equipment. Must be conscientious, good at detail work, and have a good eye for color. HS preferred. Must have right to work.

**SERVICE REPRESENTATIVES (part-time)**

United Couriers
9061 Earhart Road, Hangar #2D
Oakland, CA 94614
415/569-1717

Attn: Personnel

\$4.75-9/hr + health & vision ins after 6 mos. 1wk vacation after 1yr, and 401K pension plan. Apply in person; RTJJ. Pick up/deliver various banking materials on a fixed route using both personal & company vehicles; lift items up to 40 lbs. Some loading/unloading. PT, 5-8am plus at least 8 hrs/day Fri-Mon. An affiliate of Ameriflight, 30-yr-old courier service has ofcs in 5 western states and is expanding nationwide. Requires DMV printout, CDL, and liability ins for personal vehicle use. Must be well-groomed, intelligent, and able to follow directions. Knowledge of Alameda & Contra Costa Counties a plus. EOE

TRUCK & TRAILER DRIVERS (5)

Redwood Oil Company
1800 South River Road
West Sacramento, CA 95691
916/371-2500

Attn: Nancy Gillum / Sales

Salary DOE, plus medical insurance after 90 days; vacation & retirement after 1 yr. Call for appt. Deliver petroleum products to a variety of commercial, industrial & agricultural customers in Northern CA & Nevada. Full-time; 10 hrs/day, 4 days/wk (enjoy 3-day weekends on a regular basis). Different shifts available. Expanding Northern CA company requires class 1 CDL and DMV printout. Similar experience helpful, but not required.



MAY TRUCKING CO.
Is hiring 11-western or 48-state
over-the-road drivers.

Requires: • 100,000 miles & doubles exp
• Class 1 license

Health insurance after 90 days and 5 cents/mile fuel bonus. Must pass company-paid drug screen and background check of criminal history.

For appt, call Terry
(916) 668-1542

VAN DRIVERS (2, part-time)

S & J Lines
P.O. Box 370
Roseville, CA 95661
916/782-4013

Attn: George Gunther / Manager

\$4.25-4.75/hr plus safe driving bonus awarded yearly. 1 wk vacation after 1 yr. Call for appt; RTJJ. Drive a company-insured passenger van, transporting railroad crews of up to 7 to/from job sites. PT relief position averages 4-5 days/wk. Must be able to work all shifts; can lead to a full-time position. Entry-level positions avail. Older, well-established nationwide transport company is a subsidiary of Mile Post Inns. Requires snow driving experience, clean DMV printout, and a home phone. Must be dependable and have had a CDL for 7 yrs. Class 3 license accepted. EOE M/F/V

**Too Late
to Classify**

BUILDING OFFICIAL

City of Monterey Park
320 West Newmark Avenue
Monterey Park, CA 91754
818/307-1334

Attn: Personnel Office

\$3185-3914/mo (includes 7% PERS) plus xint bfts. File application & resume by 12/16; RTJJ. Plan, coordinate & administer building div activities; ensure app of appropriate bldg construction laws/ordinances; investigate bldg/zoning law violations, and check structure plan completeness & compliance with approved specs. FT. Req solid building trades & construction background; knowledge of construction principles & techniques; materials, budgeting principles, health/safety standards & supervision practices; BA/BS in closely related field; and 4 yrs code admin, plan checking & construction exp. AA/EOE

CABLE TELEVISION INSTALLER

Nacom Corporation
7846 Fair Oaks Boulevard
Carmichael, CA 95608
916/944-2945

Attn: Bill Pickett / Area Manager

\$300-600/wk realistic potential (on piecework basis). Call for appointment; RTJJ. Perform residential TV cable installations in the Sacramento area as a subcontractor. Keep daily records and use own van/truck & tools. 40 flexible hrs/wk. 14-year-old firm is a leading nationwide cable TV contractor. Requires HS graduate with cable TV installation experience, CDL, insurance, and DMV printout. Must be personable, professional, self-motivated and have a clean appearance. Electrical background a plus. US citizenship req. AA/EOE

CITY ENGINEER

City of Monterey Park
320 West Newmark Avenue
Monterey Park, CA 91754
818/307-1334

Attn: Personnel Office

\$4361-5354/mo (includes 7% PERS) plus xint bfts. File app & resume by 12/16; RTJJ. Organize, supervise, develop & implement engr division work; plan, design and review city & community development agency capital improvement programs and traffic engineering functions; direct major construction; and provide progress reports on project tract map approvals. FT. Req knowledge of engr, traffic/sanitary principles/practices, traffic laws & regulations, and municipal engr financial problems. Typical way to obtain above: BA/BS in civil engr, 6 yrs city engr exp (3 yrs as supv), and CA civil engr registration. AA/EOE

RECEPTIONIST (part-time)

TLC S.E. Inc.
3034 Scott Boulevard
Santa Clara, CA 95054
408/986-8300

Attn: Personnel

Salary DOE, plus prorated vacation. Call for appt between 8-5; RTJJ. Entry-level position responsible for answering & handling incoming calls, taking messages, and performing general office duties including light typing and filing. PT morning hrs, 8-12noon Mon-Fri. Computer power specialist/distributorship has been in business 7 yrs and is currently expanding throughout the western states. Must have excellent English communication skills, and be friendly, courteous & professional. Computer skills a plus. EOE M/F/H/V

ENGINEERING AIDE / DRAFTSPERSON (PT)

City of Monterey Park
320 West Newmark Avenue
Monterey Park, CA 91754
818/307-1334

Attn: Personnel Office

\$6.72-8.17/hr. File city application; open until filled; RTJJ. Assist & participate in city water system drafting assignments; plan & research moderately complex drawings; analyze, compile, summarize & transpose data to a water system atlas; and perform other duties. Approx 20 flexible hrs/wk. Req equiv of 2+ yrs college with major work in drafting or related field; an interest in public works; knowledge of basic mapping & drafting principles/practices; ability to research & conduct varied drafting studies & projects; effective communication skills; and valid CDL. AA/EOE

LIVING SKILLS INSTRUCTOR / COUNSELOR

Good Shepherd Lutheran Home of the West
1335 Mowry Avenue
Fremont, CA 94538
415/791-6848

Attn: Program Coordinator

\$4.80/hr to start plus car allowance, 2 wks vacation, and medical insurance immediately upon hire. Teach independent living skills including finances, grocery shopping, menu planning, cooking, and other daily living skills for this developmentally disabled adult center. Full-time, 2-10:30pm Mon-Fri or part-time, 7-3 Sat & Sun. Requires HS diploma, CDL, and at least 6 mos experience working with developmentally disabled adults or the disadvantaged. Must be able to drive. Own transportation a plus, but not required. EOE

You must find a job. It's not likely to come looking for you.

PLANNING INTERN (part-time)

City of Glendora
Glendora City Hall
116 East Foothill Boulevard
Glendora, CA 91740
818/914-8203

Attn: Personnel Office

\$6.18-7.50/hr. File city app & resume by 12/9; RTJJ. Under supervision, coordinate/administer City's CDBG (Community Development Block Grant) & Home Improvement programs; assist in site plan review & day-to-day ops of the Planning Dept; conduct planning surveys & on-site inspection of property for compliance with City codes; and prepare staff reports, research & analyses. PT, 30-40 flexible hrs/wk. Must be a college Jr, Sr, grad student, or recent grad with major in urban planning, public admin or related field; with ability to write analyses & reports and interact with public & co-workers.

TRUCK DRIVERS

We need Truck Drivers for tanker work out of our Galt terminal. This is good, clean, year-round work. Excellent company-paid benefits. All applicants must have the following credentials:

- ✓ CA class 1 license
- ✓ Recent DMV printout
- ✓ Good driving & work record
- ✓ 3 years verifiable diesel tractor / trailer exp

Call:

Art Simpson
(209) 745-4663

SUPERVISOR - JANITORIAL

Reliable Building Maintenance
2992 Spring Street, Suite A
Redwood City, CA 94063
415/361-1720

Attn: Bill Purviance / Operations Manager

\$1500+/mo DOE + health & life ins after 90 days. Call for appt or more info (have refs & salary history/reqs ready); RTJJ. Supervise 25 people in all janitorial duties; perform building inspections (20 bldgs) to ensure quality control & contract specifications; hire/fire personnel; and handle payroll & on-the-job training. Hrs 4:30pm-1:30am Mon-Fri. Company svcs residential, industrial & commercial bldgs. Requires 3 yrs supervisory exp in janitorial field, ability to interact with employees & public, good driving record, DMV printout, and CDL. Prefer bilingual (Spanish). US citizenship required. AA/EOE

UTILITY WORKER

Reliable Building Maintenance
2992 Spring Street, Suite A
Redwood City, CA 94063
415/361-1720

Attn: Bill Purviance / Operations Manager

\$6+/hr DOE (negotiable) + bfts to be discussed. Call for appt or more info (have refs & salary history/reqs ready). Perform all phases of floor care including stripping, waxing, buffing, steam cleaning & extractions, carpet care, and other miscellaneous janitorial duties. Hrs 4:30-1:30am Mon-Fri. 10-yr-old company services residential, industrial & commercial buildings. Req 1-2 yrs exp in floor care, waxing, sealing, stripping, carpet cleaning, steam extractions, and rotary & bonnet buffing; and a personable, dependable professional with a CDL. Bilingual (Spanish) a plus. US citizenship req. AA/EOE

LOGEX**Owner / Operators**

With 3-axle tractors, G.V.W. 16,500 lbs, and wheelbase between 176-220. Must have Cal-T permit. Fuel incentive and mileage & hourly pay. Local and year-round work.

Call Personnel
Monday-Friday 8-5
(209) 745-4663
Galt Terminal

**Crum & Crum Enterprises
now hiring****TRUCK DRIVERS**

- We offer:
- ★ Full-time positions
 - ★ Good pay
 - ★ Good benefits
 - ★ Vacation & holidays
 - ★ No overnight travel

- Requires:
- ★ Class 1 CDL
 - ★ DMV printout
 - ★ 3 years OTR exp

Apply in person at:
400 Crocker Drive
Vacaville, CA 95688

**AIRLINE
FLIGHT ATTENDANT
& CUSTOMER
SERVICE AGENTS**

I.T.A., a leading airline career training center, will be selecting candidates to complete air travel career training in Fresno, California.

**CALL FOR INFORMATION ON A
SEMINAR IN YOUR AREA
(800) 888-2022**

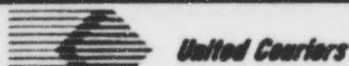
Candidates should be willing to relocate to where the jobs are upon training completion.

International Travel Academy
2048 North Fine, Fresno, California 93727 — (209) 251-0428

**TRUCKING
OWNER / OPERATOR**

Drive 11 western states for a leader in the trucking industry. Put your cab-over tractors to work pulling our trailers. Must be '78 or newer, 2 or 3 axle. Pd bi-monthly, yr round. Compare then call, 1-800-772-3153.

**Guthmiller
Trucking, Inc.**

**Owner Operators**

- ◆ \$8.25/hr (\$4.25/hr plus \$4/hr mileage reimbursement)
- ◆ Medical Insurance
- ◆ Vacation
- ◆ 401K retirement plan

Requires:

- ◆ Vehicle registration ◆ CDL
- ◆ Insurance ◆ DMV printout

Apply in person at:
2040 Stockton Blvd
Sacramento, CA 95817

DRIVERS

Drive the Best! Growing carrier has immediate openings for qualified Line Drivers for 11 western states. Doubles or truck/trailer exp. Top pay, paid weekly. Major medical, life insurance + bonus incentive program.

**Guthmiller Trucking
Company**

A leader in the industry.
Compare, then call:

1 (800) 772-3153

GREAT IDEAS FOR OFFICE GIFT GIVING

HOLIDAY MAGIC

GIFTS FOR EVERYONE...AT SENSATIONAL SAVINGS!

\$15 AND UNDER



\$10 Faux Pearl Jewelry. Compare at \$15.22.50. Save 33-55%. Famous name pearl necklaces, pierced and some clip earrings, mix and match sets.



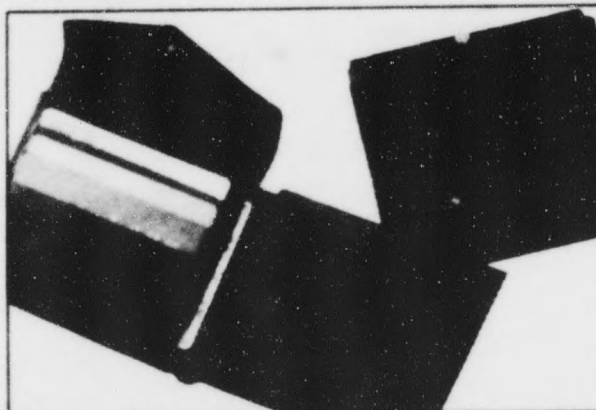
\$10 Embossed Leather Blazer Bags. Compare at \$18. Save 44%. Textured leather bags with mirror. In ivory, grey, tan, black, taupe, red, blue.



\$15 Your choice: Raffine, compare at \$20. Save 25%. 1-oz. spray. Gianfranco Ferre, compare at \$33. Save 54%. 1-oz. eau de toilette spray.



\$10 Boxed Earrings & Pins. Special purchase. Matching pin and earring sets, necklace and earring sets or a trio of pierced earrings. Choice of styles.



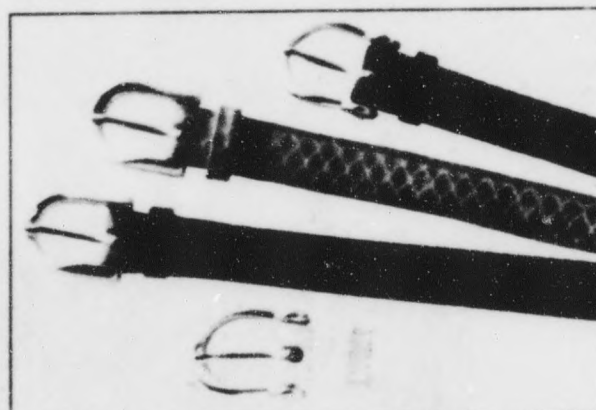
\$5 Kidskin Wallets. Compare at \$12. Save 58%. Soft, shiny embossed wallets in assorted colors. Not shown, beaded coin purse, \$5, compare at \$7.



\$9 Bioessence Gift Basket or Box. Compare at \$15.17.50. Save 40-48%. Choose wicker basket or stenciled balsa box containing an assortment of body and bath products.



\$15 Designer Silk Scarves. Compare at \$30. Save 50%. Exquisite silk scarves, 32" square. Also, bias ties, \$10, oblongs, \$12, compare at \$18-\$22, save 44%.



\$5 SnakeSkin Pant Belts. Compare at \$12. Save 58%. 1/4" belts in assorted colors. S/M or M/L. Not shown, patent, chain and stretch belts, \$5, compare at \$9-\$10.



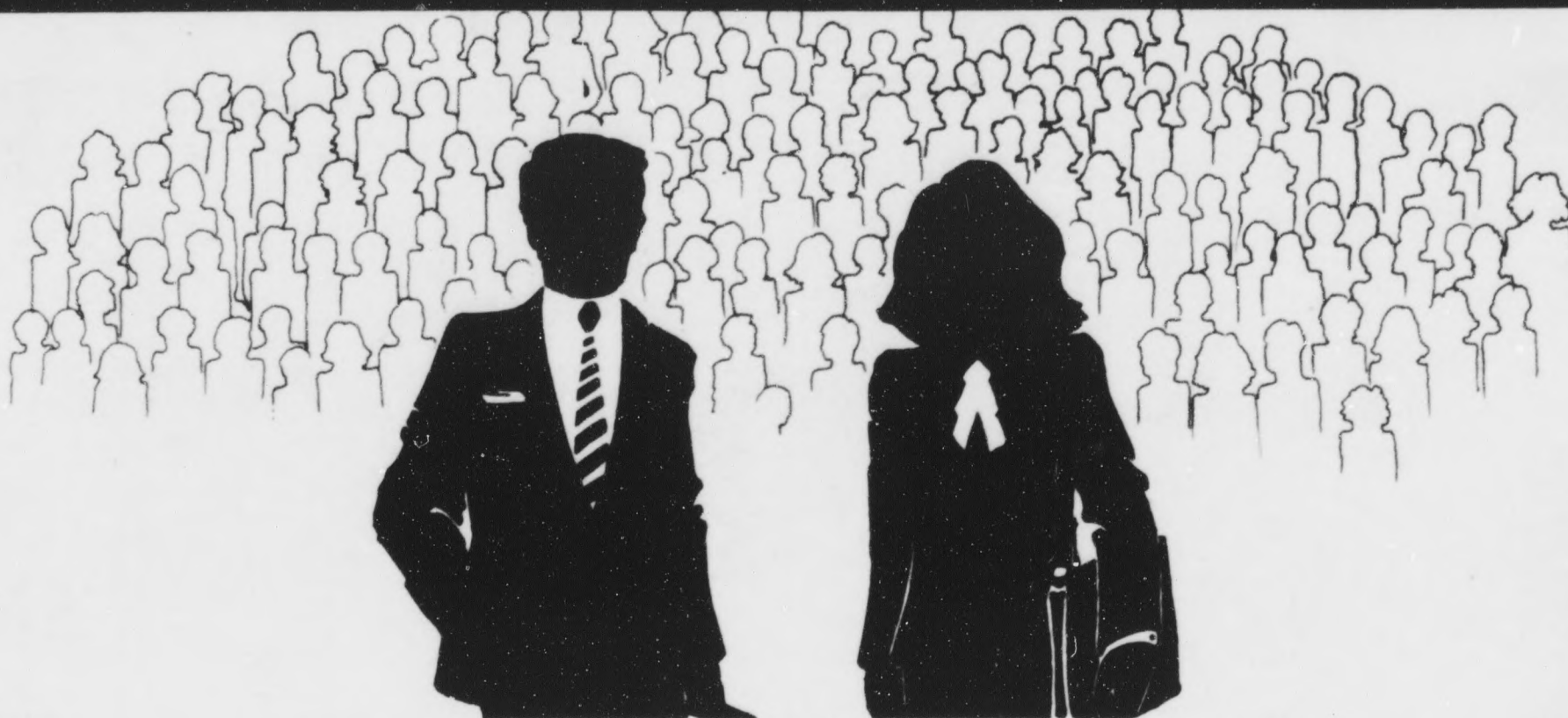
\$12 Potpourri Gifts. Compare at \$18. Save 33%. "Rose Preserved Bouquet", our potpourri gift selection includes several whimsical styles.

\$44 PLUS...HUNDREDS OF DESIGNER WATCHES AT ONE LOW PRICE!



ROSS
DRESS FOR LESS
©1988 ROSS STORES

SPECIAL HOLIDAY HOURS: MON-SAT 9AM-10PM, SUN 10AM-9PM



The right candidate for the job.

When you have a position to fill, you want the best candidates to choose from. But you can't waste time with unqualified applicants who aren't sure what you're looking for. Job Journal listings give complete

information, allowing readers to screen themselves before responding. So, you might get **fewer** applicants, but you'll save time by interviewing **better** candidates. And that's good for business. Your business.

The right newspaper for the job.

A stack of newspapers is shown at an angle. The top newspaper is the 'California Job Journal', with the word 'California' in large, bold, white letters on a dark background. Below the title, there are several horizontal white bars, likely representing job listings. To the left of the stack, a portion of another newspaper is visible, showing the words 'ion', 'ing', 'ng', 'ng', 're', 'on', 'te', 'e', 'e', 'l', 'l' stacked vertically.

California

916/925-0800

Toll free (in California):
800/782-HIRE